



**Community Events Assistant**  
30 hours/week, 8-week contract  
(With possibility of extension)  
[www.thestop.org](http://www.thestop.org)

**\* Note: This position is contingent on funding.** Applicants must fill out and include the *Canada Summer Jobs Eligibility* questions to be considered for the job.  
Please click [here](#) to fill out an eligibility form \*

The Stop Community Food Centre uses food and food access as a tool for community development in the Davenport West and Wychwood Heights neighbourhoods of Toronto. Among other programs, The Stop runs emergency food programming at our 1884 Davenport Road site, as well as an outdoor bake oven and Good Food Market. We are looking for an energetic, dynamic, friendly and creative person to animate community festivals and events throughout the summer.

**Responsibilities:**

Working with support from our dynamic program team and amazing volunteers, you would be responsible for planning and animating our weekly pizza night throughout the summer, as well as organizing our annual community event, The Good Food for All Festival. .

Primary responsibilities will include:

- Organizing a variety of activities and entertainment for events
- Coordinating activities with program staff
- Supporting the Pizza Oven and Good Food for All volunteers
- Outreach, documentation and evaluation

**Qualifications:**

You are diplomatic, tactful, confident, organized, enthusiastic, creative, detailed-oriented and a team player. In addition, you have the following qualifications:

- Passion for The Stop's mission, and commitment to social justice.
- Demonstrated experience in organizing events
- Excellent communication skills
- Ability to manage several projects and balance different tasks
- Demonstrated experience working with volunteers in a leadership capacity
- Ability to speak a language relevant to the neighbourhood is an asset
- Able to work until 7-8 pm on Tuesday nights

**Salary:** \$15 / hour

**Start date:** June 25, 2018

Please submit your [eligibility form](#), cover letter and résumé by Thursday, May 31, 2018 at 5pm  
Attention: Hiring Committee – Events Assistant to [winsome@thestop.org](mailto:winsome@thestop.org)

**No faxes or phone calls please.**

The Stop Community Food Centre is committed to employment equity and encourages applicants from equity seeking groups. We regret that only those applicants being considered will be contacted.