

Job Description

Job title	Marketing Coordinator (Canada Summer Jobs / 30 hours per week)
Reports to	Marketing Manager

About 105 Gibson Centre

[105 Gibson Centre](#) is a faith-based community care centre, established by the [Toronto Christian Community Church](#) (TCCC) in 2013. Striving towards equity, belonging and wholeness, our vision is to be good neighbours who provide hope in God, transforming people by building an inclusive, caring and engaged community together with local partners. Our mission is to serve the local and those in need, and to share with them the compassion and hope of Jesus (Luke 4:18, Micah 6:8).

Position Description

- \$17.20 per hour, 30 hours per week, total of 19 weeks. Start date: June 2, 2025.
- Event Promotion and Coordination: Event supports, assist in logistical aspects of events and programs, venue setup, materials preparation, and on-site support.
- Social Media Management: Assist in scheduling and updating social media, creating and managing content across various social media platforms, engaging with online audiences, and assisting in implementing marketing strategies.
- Marketing Support: Provide support in our marketing initiatives including administrative tasks: scheduling, organizing files, and responding to inquiries, as well as supporting marketing efforts like coordinating campaigns, proofreading content, and maintaining social media calendars.

This position is funded by the Government of Canada - Canada Summer Jobs program.

To apply for this job, you must:

- Be aged between 15 and 30 years old on the start date of the job;
- Have a valid Social Insurance Number (SIN); and
- Be a Canadian citizen, a permanent resident of Canada, or a person who has been granted refugee status in Canada.

International students and other temporary residents of Canada are not eligible.

Application

Interested candidates are asked to submit a detailed resume outlining their qualifications and experience to:

Human Resources
105 Gibson Centre
105 Gibson Drive, Markham, L3R3K7
Email: hradmin@105gibson.com

Deadline for applications: May 31, 2025

We thank all applicants, however, only those considered for an interview will be contacted.