



**Marketing Assistant**  
Canada Summer Jobs  
8-week contract - \$17.50/hour  
Sudbury, Ontario

Applicants must be 15-30 years of age, and either a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred (international students are ineligible) and be legally entitled to work in Canada.

**Job Description**

The Marketing Assistant will be responsible for developing, implementing and overseeing Wordstock Sudbury Literary Festival's promotional tools both through traditional media, on and offline, and social media.

The Marketing Assistant will be responsible for:

1. As directed by the Festival Director, develop and implement a marketing plan for the Wordstock Sudbury Literary Festival to promote the festival and maximize attendance.
2. In co-operation with the Festival Director, complete research, build content and maintain a newsletter and social media.
3. Support the Festival Director and other volunteers with the fundraising plan and sponsorship strategy.
4. Other duties as assigned

**REQUIREMENTS:**

- Passion for Canadian literature and the literary arts
- Excellent verbal and written communication skills.
- Ability to perform tasks with minimal supervision.
- Excellent knowledge of Canva, social media platforms, and comfortable with Google Workspace
- Ability to perform multiple, concurrent tasks.
- Ability to work independently and as a member of a team.

Wordstock Sudbury Literary Festival is committed to equity and justice in hiring and specifically encourage people from Black, Indigenous and racialized communities, LGBTQ2S, disabled, and other equity-seeking communities to apply.

Submit cover letter and resume to: Festival Director, [director@wordstocksudbury.ca](mailto:director@wordstocksudbury.ca)