



Summer Internship - All-Island Business Liaison

The Misty Isles Economic Development Society (MIEDS) leads economic development initiatives undertaken by the Village of Masset, Village of Port Clements, Village of Queen Charlotte, and North Coast Regional District Areas D & E.

MIEDS has received funding from the federal Canada Summer Jobs program to hire a summer student for a term of 8 weeks, for the position of All-Island Business Liaison.

Reporting to MIEDS' Tourism and Economic Development Manager, the All-Island Business Liaison will work directly with local artists and businesses to populate a fulsome local business directory. This is a 35-hour per week, remote-work position that must be performed from one of the communities on Haida Gwaii.

We encourage all interested applicants to apply as job familiarization/support could be available.

Required

- Passionate about local business and the value of digital presence
- Demonstrated communication and organization skills
- Comfort making cold calls to local businesses
- Basic understanding of the Google suite of tools
- Able to manage time effectively, prioritize and independently manage responsibilities
- Proactive self-starter that is comfortable working remotely

Preferred

- Work towards a post-secondary degree in technology, marketing, or related fields
- Familiarity with the business community on Haida Gwaii

Responsibilities

- Create a comprehensive directory of all artists and businesses on Haida Gwaii
- Be part private investigator identifying all of the businesses on Haida Gwaii through research and communication with municipalities.
- Track connections and results of interactions
- Support the Tourism and Economic Development manager in creating specific tags and categorizations as relevant to the local business community

To apply, please submit a CV with a cover letter to chantal@gohaidagwaii.ca by May 17, 2021.