

DIGITAL DESIGNER

ORGANIZATION:	Foundation for Environmental Stewardship (FES)
POSITION:	Full-time, temporary
LOCATION:	Anywhere in Canada; this is a virtual, work-from-home position.
PAY:	\$21/hour at 37.5 hours/week
NUMBER OF POSITIONS:	1
START DATE:	June 28, 2021
END DATE:	November 26, 2021 (with possibility for extension)
DEADLINE:	23:59 ET, June 17, 2021

ABOUT FES

Foundation for Environmental Stewardship (FES) is a youth-led youth-serving sustainable development organization. As the final generation that can solve climate change, FES empowers young Canadians to create a more inclusive, equitable, prosperous, and sustainable future. SDGs Youth Training Canada is one of our signature programs that was now transformed for virtual delivery as the [SDGs Launch](#). FES is also now spearheading a youth-for-youth funding initiative across Canada in partnership with philanthropic players to support the youth-led climate movement.

SDGs Youth Training Canada, now the SDGs launch, mobilized 5,900+ students from 77 postsecondary institutions at 32 trainings across Canada in 2017. Since then, we have mobilized thousands more students at over 40 additional trainings. Participants are tasked with developing an action plan for a specific and concrete way to implement the SDGs in the community. We have seen well over a hundred projects that have impacted campuses all over North America. Because of the success of the SDGs Launch, FES is now moving forward to “re-vamping” the program for 2021/2022.

Since 2020, FES has been working with Canadian philanthropic players to build a youth-for-youth funding platform to support the youth climate movement. This program is in its start-up phase and will be built over the year as it ramps up for delivery.

THE POSITION AND RESPONSIBILITIES

Foundation for Environmental Stewardship (FES) is seeking a Digital Designer to promote the digitization of our organization and its programs, develop marketing collateral, and work on a diverse range of digital projects. The Digital Designer will work closely with the

Executive Director to develop marketing collateral and program materials for both FES' two programs, with a focus on FES' initiative to support the youth climate movement.

Key Responsibilities:

- Design, produce, and manage interactive online content, including email templates, social media, promotional videos, reports, etc.
- Edit a series of 5–6-minute videos on the topic of sustainable development.
- Revamp FES' website to reflect our current work and ongoing programs.
- Develop marketing materials including banners, letterhead, graphics, etc. to use for communication materials.
- Develop content for social media channels and manage volunteers to support FES' social media efforts.
- Update SDGs Launch website with relevant and up-to-date information for all stakeholders (post-secondary institutions, students, partners).

QUALIFICATIONS:

Essential Qualifications*:

- A post-secondary graduate.
- Between the ages of 18 to 30 at the start of the job placement.
- A Canadian Citizen, Permanent Resident, or with Refugee status. Individuals on a work permit or visa are not eligible.

*This position is made available pending funding from Colleges and Institutes Canada (CICan) through their Digital Tech Internships initiative. Applicants must meet these requirements, at minimum, to be eligible in the selection process.

Other Qualifications:

- Bachelor's Degree in a relevant field, including but not limited to, marketing, information technology, digital and media design, advertising.
- Experience in developing social media content and managing social media platforms.
- Manage and execute all technical aspects of video recording and editing.
- 1-2 years experience in marketing, website design, and website development required (this can be satisfied through work, internship/co-op, volunteer, and extracurricular activities). Proven experience in a professional digital design role.
- A portfolio of previous digital design work to showcase experience and creativity.

- Graphic design experience is highly preferred.
- Demonstrated interest in relevant domains (ie. sustainability, environment, education, youth engagement and action) is considered an asset.

Skills and Competencies:

- Eager to be in a fast-paced, entrepreneurial environment with a high learning curve.
- A creative-minded individual with a keen eye for detail; able to present information in a logical and organized format that is well-designed and aesthetically pleasing.
- A self-starter able to take initiative on responsibilities with minimal supervision; proven ability to work independently.
- Excellent interpersonal skills; demonstrating a positive attitude to work effectively and collaboratively with colleagues in a virtual environment.
- Ability to speak, write, and communicate in French is a strong asset.

Note:

- This position is eligible for a \$4,000 training stipend to supplement any training you may need to fulfill your duties. If you are missing a particular asset, please showcase how you expect to overcome that gap and present a possible training program that you can take to be able to fulfill the above qualifications.

To apply for this position, please send a copy of your resume, cover letter, and a sample of your work (ie. screenshot or link to a webpage you designed, PDF of marketing content, etc.) to kat@fesplanet.org with your name and the job title as the subject. Your application should address how you meet most or all the requirements listed under “Other Qualifications” and “Skills and Competencies”.

FES thanks all applicants for their interest and in taking the time and effort to apply to this position. Only candidates shortlisted for an interview will be contacted. Interviews will be conducted via Zoom.