



Tourism Ambassador

Temporary full time position

May – August 2021

35 hours per week

\$17.75 - \$18.75 per hour based on experience

The Tourism Ambassador promotes and supports tourism initiatives in Saugeen Shores. There are three positions available each with a key areas of focus: 1) the Beach; 2) Events/Activities; and 3) the Downtown. Some evening and weekend work is required and working outdoors will be necessary.

SUMMARY OF ROLE

- Represent the Town of Saugeen Shores at Visitor Centres (Southampton and Port Elgin) and at community events.
- Support local organizations in the planning, coordination and execution of events.
- Plan, promote and deliver programs and events in specific area of focus for the Town.
- Create promotional and marketing material using multiple channels including poster/flyer design, social media content and in person discussion.

EDUCATION

- Enrolled in a diploma or degree granting program at a post-secondary institution or equivalent experience. Preferred program areas include (but is not limited to) Recreation and Leisure Studies, Tourism, Communication/Media Studies, Event Management.

QUALIFICATIONS, KNOWLEDGE, SKILL & ABILITIES

- Valid G2 or G License
- Good oral and written communication skills
- Good customer service skills
- Comfortable with self-direction and motivation as well as working in a team environment
- Ability to establish and maintain effective working relationships with the public, staff and external partners and volunteers
- Leadership skills and previous leadership experience an asset
- Experience in Event planning an asset
- Social Media experience an asset
- Familiar with the Microsoft Office products (Word, Excel and PowerPoint)
- Aquatic qualifications (Bronze Cross or higher) an asset for Beach Ambassador position
- **Application Deadline: position open until filled (apply early)**

APPLICATION PROCESS

- Complete the application questionnaire and attach your cover letter and resume
- <https://forms.saugeenshores.ca/Human-Resources/Tourism-Ambassador-Application-Questionnaire>
- Only those selected for an interview will be contacted

The Town of Saugeen Shores welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the hiring process