



info@exploregoldcountry.com  
www.exploregoldcountry.com  
1.877.453.9467  
Tel/Fax: 250.457.6606

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1095 Todd Rd., PO Box 933 Cache Creek, BC V0K 1H0

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Gold Country Communities Society is **hiring** for the following positions:

Who are we? Please see <https://www.exploregoldcountry.com/>

**Office Clerk** - *37.5 hours per week.*

This student position is temporary full-time (24 weeks), 9 a.m. – 5 p.m., Monday to Friday, starting at \$14.60. Please apply at [goldcountry@telus.net](mailto:goldcountry@telus.net). Candidates must qualify through the ASETS program. <https://www.aswa.ca/asetts>.

**Administration Assistant** - *37.5 hours per week.*

Position is temporary full-time (24 weeks) 9 a.m. – 5 p.m., Monday to Friday, starting at \$16.00. Successful candidate must qualify through the WorkBC program. Please send resume, cover letter and references to [goldcountry@telus.net](mailto:goldcountry@telus.net).

**Photographer** – *Special thanks to the Canada Student Grant program.*

We are looking for a highly motivated student photographer. Starting wage is starting at \$14.60. Schedule is flexible. Successful candidate must have own vehicle, camera and be familiar with Adobe Creative Suite, Apple products and have excellent communication skills.

**Social Media Community Manager** – *Special thanks to the Canada Student Grant program.*

We are looking for a highly motivated student who is very familiar with Instagram, Facebook, Youtube, Google, social media analytics, TiKTok and Twitter. Starting wage is starting at \$14.60. Schedule is flexible. Applicants must be familiar with Microsoft word, Wordpress, Adobe Creative Suite, Apple products and have excellent writing and communication skills. The successful candidate will be writing and posting for social media posts on all digital media platforms, working with a team, and working independently.

To be eligible for the Canada Student Grant program, youth must:

- be between 15 and 30 years of age at the start of the employment\*;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act* for the duration of the employment\*\*; and,
- have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

**Website and graphic designer** – *37.5 hours per week. Special thanks to ASETS for this employment/training opportunity.*

Position is temporary full-time (27 weeks) 9am – 5 pm, Monday to Friday, starting at \$15.20 and includes coverage of preapproved training courses. The successful candidate will be assisting with advertising, logo and website design/building, sales, marketing, and promotion. Successful candidate must be adept at Microsoft word, Wordpress, Adobe Creative Suite, Apple products and have excellent writing and communication skills. Candidate will be working independently and with GCCS Staff.

**All Job postings close May 21, 2021**

*For more information on these positions and requirements please contact [goldcountry@telus.net](mailto:goldcountry@telus.net). To apply for one of these positions please email to [goldcountry@telus.net](mailto:goldcountry@telus.net) your resume, cover letter and references. Successful candidates must also have a criminal record check done prior to starting the position.*