



## **JOB POSTING**

**Position:** Youth Intern

**Salary:** based on experience

**Proposed start date:** September 19th or until the position has been filled.

**End date:** This program typically runs for 4 months, but the length of term will be determined by the funding agency at the time of approval.

### **Position Duties:**

*Maintaining the Community Access Program and site.*

- *Maintaining the CAP website.*
- *Delivering internet and computer-related training sessions to the community.*
- *Performing tasks and assisting with projects for the Bamfield Museum & Archives.*
- *Assisting with ongoing operations of the Bamfield Community School Association.*

### **Qualifications:**

- *Must be between 15 and 30 years of age.*
- *Must be a student intending to return to school after internship or currently enrolled in a post-secondary institution; or have completed at least 1 course at a university/post secondary institution.*
  - *Must have basic knowledge of computers and Microsoft Office.*
- *Must be able to work independently, collaboratively and cooperatively; be flexible and be enthusiastic.*
  - *Must have a clear record pursuant to the Criminal Records Review Act.*

### **Please submit resume to:**

The Coordinator, Bamfield Community School Association  
240 Nuthatch Rd.  
Bamfield, BC V0R1B0  
Or email to: [bcsacoordinator@gmail.com](mailto:bcsacoordinator@gmail.com)  
250-728-1220

**Please Note:** This position will be offered pending acceptance of a grant by the funding agency.