

# **Site Coordinator Job Opportunity**



## **BENEFITS**

- Develop business & communication skills
- Gain fundraising & budgetary skills
- Work in a positive environment
- Freedom to pursue new goals for Let's Talk Science Outreach
- Paid travel to Let's Talk Science conferences & rural communities
- **EARN A COORDINATOR STIPEND!**

## **APPLY NOW!**

Send resume with references and cover letter to Sophie Hudson,  
[uvic@outreach.letstalkscience.ca](mailto:uvic@outreach.letstalkscience.ca)

**Deadline: March 15, 2025**

## **THE OPPORTUNITY**

Join a national network of enthusiastic science, technology, engineering, and math students working together to make a difference in the science literacy of young Canadians!

## **RESPONSIBILITIES**

- Recruit & train new site volunteers and educators
- Support volunteers by helping plan activities
- Plan and organize trips to rural & remote communities
- Maintain records of activities carried out & evaluations received
- Track program finances & maintain the site budget
- Acquire and report on additional funding from your institution & local community
- Maintain strong communication with Let's Talk Science National Office & local program supporters
- Annually attend at least one fully funded Let's Talk Science conference