



**TOWN OF HAMPTON JOB OPPORTUNITY
TOURISM COORDINATOR
PART TIME / CONTRACT POSITION**

Contract period: April 2nd – November 30th, 2018

The Town of Hampton is seeking a passionate, energetic and people focused professional to lead and promote tourism in our community.

The Tourism Coordinator is responsible for planning, organizing and integrating the Town's tourism initiatives on a local, regional and provincial level. Other responsibilities will include program planning, budgeting, administration, as well as support in the operation of the local Visitor Information Centre. In addition to working with Town Staff, you will be required to collaborate with the Economic Development and Tourism Committee and Tourism Sub-Committee.

The ideal candidate has a minimum of five years of experience in Hospitality and Tourism or Community Development, superior communication skills, demonstrated leadership skills and is social media savvy. A detailed job description is available on the Town website at **www.townofhampton.ca**.

This position is based on a 20 – 25 hour per week work schedule, with the use of flex time as required in order to fulfill responsibilities. It requires access to your own vehicle for travel to various locations.

Interested and qualified candidates are asked to submit your resume and cover letter to Richard Malone, Chief Administrative Officer, in person, by mail or email, as follows:

Address: 648 Main Street, P.O. Box 1066, Hampton, N.B., E5N 8H1

Email: richard.malone@townofhampton.ca (with "Tourism Coordinator" in subject line).

Applications must be received by 3:00 pm on Wednesday, February 21, 2018. Thank you in advance for your interest. Only those selected for further consideration will be contacted.