Want to help market a beautiful, green social enterprise community space, committed to values of diversity, social justice, sustainability, and community?

Are you freelancing or working for a socially/environmentally conscious nonprofit organization, social enterprise, community group, or personal project? Struggling to afford office space?

Join Riverdale Hub’s Work Exchange Program, a unique opportunity to:

* hone your skills while making a social impact
* access office space for FREE
* connect and collaborate with other emerging social entrepreneurs, artists, environmentalists, social service organizations and activists

Spend one day a week at the Hub helping to market our event spaces, community art gallery, cafe, co-working space, yoga and dance studio, and gardens. In return, get two days a week to pursue your own work out of our beautiful, green, open-concept office space, rent-free, for your first 3 months as a coworking space member.

Primary responsibilities:

* analyzing stats/outcomes from our ongoing social media campaigns, to provide social media strategy recommendations to our social enterprise staff
* helping to ensure that staff are maintaining regular social media postings
* occasional posting of content

We seek volunteers who:

* are also eager to spend 1-2 days a week at the Hub doing your own work/projects and engaging actively as coworking community members
* can commit to 3+ months as paying member-tenants following work exchange.

No volunteer obligations during paying member-tenant period. Memberships start at $80/mo.

**Program length:** 3 months volunteering; followed by 3+ months as paying member-tenant

**Application deadline:** Sunday, July 3. Rolling admissions until positions filled. **Apply early!**

**Program Starts:** June/July 2016

Qualifications

* Strong knowledge of marketing through Facebook, Twitter, Instagram, Mailchimp
* Experienced at analyzing engagement and outcome stats on these platforms
* Background in social media work for non-profit organizations
* Experience with social media for many/all of the following:
	+ event rental spaces
	+ yoga/dance studios
	+ co-working or office spaces
	+ art gallery spaces
	+ green-design buildings
	+ printing/copying businesses
	+ social enterprises
* Strong connections with Toronto's digital networks in the following areas an asset:
	+ Riverdale and surrounding east end neighborhoods
	+ Social enterprise or nonprofit sectors
	+ Environmental sustainability
	+ Arts and culture
	+ Immigrant communities
	+ Teachers and students of yoga, dance, other spiritual or movement practices

Additional helpful expertise and assets:

* Experience with co-working spaces or social enterprise hubs
* Experience working with people of diverse cultural/ethnic/socio-economic backgrounds
* Fluency in multiple languages

Benefits

* Free part-time hot desk membership in coworking space (3 days/wk), including
	+ 8:30am-6pm, M-F, and 11am-6pm Sat building access
	+ Work at any available desk, table, or couch
	+ Tables for group meetings in open-concept space
	+ High speed wireless internet and phone access
	+ Low-fee printing/photocopying/scanning and incoming/outgoing fax
	+ Mail services
* Discounts at our on-site Social Gardener Cafe
* Convenient on-site rental spaces: meeting rooms, event space, yoga studio, art gallery
* Opportunities for mentoring, networking, and collaboration with peers
* Strengthen your skills and improve your resume
* Internship credit for students; Canadian work experience for newcomers

To apply: send a resume, and a cover letter to info (at) riverdalehub.ca. Letter should discuss:

1. your qualifications for the marketing coordinator position;
2. your own work that you will do out of the Hub, and how it fits our mission and values

Questions? Contact Gabriela Russek at gabriela (at) riverdalehub.ca or 416-465-6021.

About Us

Riverdale Hub offers a vibrant green home for social entrepreneurs, artists, activists, and others passionate about diversity, social justice, sustainability, and community.  The Hub features a co-working space, unique rental spaces, a yoga and dance studio, a Fair Trade cafe, and urban gardens. As a social enterprise, we also provide employment and training opportunities to marginalized women, youth, and other vulnerable populations.

More information at: [www.riverdalehub.ca](http://www.riverdalehub.ca)