



**Kinooomaadziwin Education Body**  
**MULTIMEDIA DESIGNER**  
**Summer Contract (8 weeks)**

**Summary**

The First Nations and Inuit Youth Employment Strategy (FNIYES) supports initiatives to help First Nations and Inuit youth acquire skills, prepare for full-time employment, and earn income to support post-secondary education through summer work experiences. The Kinooomaadziwin Education Body (KEB) is looking for a Multimedia Designer. The Multimedia Designer's role will be to work with KEB's social media and graphic design. The Multimedia Designer will learn new software and social media technologies to expand their knowledge in this fast-paced field.

**Key skill developments include:**

- Increased knowledge in Information Technology Systems, website management, social media, and graphic design.
- Acquisition and development of key skills required in the technology world.
- Development of problem-solving skills.
- Development of teamwork, collaboration, and networking skills
- Applied experience in utilizing, troubleshooting, and maintaining web-based applications.

**Responsibilities of the Multimedia Designer include:**

- Create and design visually engaging social media posts to promote Anishinabek Education System events, initiatives, and activities across various platforms
- Support the upgrading and maintenance of the KEB website
- Assist with day-to-day tasks such as organizing and uploading files to platforms like YouTube, SharePoint, and social media
- Support the planning and execution of events, including registration, designing event flyers and posters, and creating agendas
- Assist with ordering SWAG and supplies for events and meetings

**Requirements:**

This position requires an individual with the following knowledge, skills, and personal characteristics:

- Must be a secondary or post-secondary student returning to school
- Interest in Anishinabek education
- Computer literacy (Word, PowerPoint, Excel, etc.)
- Strong interpersonal skills
- Dependability and reliability

## **OTHER DETAILS**

This is a summer contract position:

- 35 hours/week
- \$23.00 per hour

The KEB head office is located on Nipissing First Nation, however this position is intended to be remote. The anticipated start date of this position is July 7, 2025, or earlier.

## **CLOSING DATE**

Applications for this position will be accepted until 4:30 p.m. on June 6, 2025.

**Please submit your cover letter, resume, and three references to:**

Colleen Sheriff  
Human Resources Manager  
Kinoomaadziwin Education Body  
Suite 100-132 Osprey Miikan  
North Bay, ON P1B 8G5  
[kebhr@a-e-s.ca](mailto:kebhr@a-e-s.ca)  
705-845-3634