



STILL MOON ARTS

Still Moon Arts Society
3690 Vanness Avenue, Vancouver, B.C. V5R 5B6
www.stillmoonarts.ca | FB/IG @StillMoonArts
Charitable Registration# 85625 3943 RR0001

JOB POSTING

Eco-Arts & Stewardship Programs Assistant

March 26, 2026

About us

Still Moon Arts Society (Still Moon) inspires vibrant and connected communities by facilitating artistic experiences and nurturing a passion for nature. We do so through our Eco Arts & Stewardship Programming, and our founding festival, the Renfrew Ravine Moon Festival.

The Role

This position works with Still Moon's Artistic Director and Stewardship Programs Manager to support programs as needed. The role is best suited for someone who likes hands-on ecology and art, enjoys being around people, including children, and is excellent at juggling a variety of responsibilities. The selected candidate will be comfortable working independently, and is passionate about community, arts and environmental stewardship. This position will provide the selected candidate with experience in event planning, program facilitation, hands-on arts and environmental stewardship, and administration.

Responsibilities

- Organize and facilitate work parties at the Colour-Me-Local natural dye garden (approx. 6 sessions) bi-weekly throughout the summer - with guidance from the Artistic Director
 - Send email reminders to community participants
 - Track participation and activity statistics for public events
 - Document public events through photo/video
- Assist Stewardship Manager in organizing and carrying out stewardship restoration plans Summer 2026.
- Assist the Stewardship Manager with stewardship events.
- Maintain, organize, and clean art studio space and stewardship storage space
- Support organizational administration (mainly data entry work)
- Support Still Moon Art and Stewardship projects and events: prepare materials for weaving, natural dye or other workshops/events, support post-workshop/event administration and clean-up, prepare and load tools for restoration events, support in stewardship site monitoring and facilitation of events
- Act as an assistant facilitator for youth programming
- Distribute physical marketing materials
- Purchase and pick up supplies
- Participate in eco-arts and stewardship activities
- Attend meetings and take minutes as required

Qualifications

- Interest in arts, community, and environmental stewardship
- Friendly, outgoing, and an assertive communicator; likes sharing information and stories
- Experience coordinating and facilitating events; organizing event logistics; communicating with staff, volunteers and community members; comfortable leading small teams
- Excellent organizational skills, including time management and task prioritization
- Able to carry out medium-intensity physical tasks and comfortable working outside for extended periods.
- Demonstrated ability to adapt to varying work environments
- Able to work independently, meet deadlines, and take initiative
- Excellent written/verbal communication in English

- The following additional skills and experiences would be helpful on the job, but are not required. Please indicate if you have any of the following so that we can better assess your suitability:
 - Amateur gardening experience
 - Driver's licence and access to a vehicle, and/or comfortable travelling around the neighbourhood by bicycle.
 - Experience in environmental restoration, invasive plant management, native plant identification, and stream-keeping activities
 - Speaks/writes in a second language.
 - Experience in natural dyeing, weaving
 - Experience working with equity-deserving communities
 - Experience working with children aged 7+ years old.
 - Lives in the Renfrew-Collingwood Neighbourhood or East Vancouver

IMPORTANT: The following three items are conditions of employment.

- 1) **This position is funded by the Government of Canada's Canada Summer Jobs Program. To be eligible, youth must:**
 - Between 15 and 30 years of age at the start of employment;
 - A Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment (sorry, International Students are not eligible); and,
 - Have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations
- 2) Because this position's duties include working with vulnerable populations, you must pass a police background check before starting work.
- 3) The employee must provide their own mobile phone

Job Details

Salary: \$24/hour

Start Date: May 9, 2026

End Date: Aug 28, 2026

Hours/ Week: 30 hrs/week, 16 weeks, usual work week is Tuesday - Saturday, occasional evening work required.

Location: Hybrid; Renfrew-Collingwood Neighbourhood, Vancouver

NOTE: This position is contingent on funding. The position will be funded primarily by the Canada Summer Jobs program and is contingent on that program approving funding, expected mid-April 2026.

How to apply

Please submit your Resume and Cover Letter **as a single file with your name in the filename** to connelly@stillmoonarts.ca by **11:59 PM on Sunday April 12**. If you have any questions regarding the position, feel free to reach out.

Still Moon Arts is committed to creating a just, equitable, diverse, and inclusive workplace. We value the leadership of people who have been historically and systemically marginalized and strongly encourage racialized, Indigenous, persons with disabilities and 2SLGBTQAI+ candidates to apply for the role.