



## HopeStory

Hope for Every Child's Story

**Job Title: Project Officer, International Development (Summer Position) (Paid)**

Employment dates: June 15<sup>th</sup>, 2021 – August 9, 2021 (8 weeks)

Hours per week: 35

Application deadline: **May 22, 2021 at 11:59 PM**

### About:

Hope Story is a Christian organization partnering with church communities in 7 countries, including Canada, to transform children's lives. We have a holistic view of a supported child's life. With Christ at the centre, we provide children with education, health, discipleship, and strengthened communities. We partner with existing churches in a child's community to deliver high-quality programs. We build deep and lasting partnerships with churches that are already doing fantastic work and empower them to expand their impact.

### Position details:

Under our international operations department the candidate will be designated work among the following tasks:

- Review and organize reports from international partners including reports on the status and needs of individual vulnerable children
- Support international partners in the completion of online reports
- Conduct interviews and surveys of children or youth who are receiving or have received support through Hope Story
- Compile data and create reports summaries
- Conduct research on specific country or community needs or in particular areas of proposed program development
- Other administrative tasks as required

### Preferred Experience/Skills:

- Degree in International Development (completed or in progress), or other relevant experience
- Strong written communication and reading comprehension
- Clear, articulate, tactful, and friendly verbal communication

Hope Story  
55 Fleming Drive, Unit 3  
Cambridge, Ontario  
N1T 2A9

[hopestory.ca](http://hopestory.ca) | 1.866.839.5437





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- Capacity to conduct careful research and to conduct basic calculations using MS Excel
- Comfort with MS Office software, including MS Teams, and the ability to readily adapt to technology platforms in use by Hope Story and our international partners
- Please note that this is an introductory position open to applicants without international development work experience and is open to existing students and non-students up to 30 years of age

**To be eligible** per the Canada Summer Jobs program, the candidate must:

- be between 15 and 30 years of age at the start of the employment period
- be 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\*\*; 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.

**Apply with:** PDFs of your cover letter and resume (including GPAs and two references) addressed to Christian Ferraro, Director of International Operations via email at [christian.ferraro@hopestory.ca](mailto:christian.ferraro@hopestory.ca)

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