



**TOWN OF ANNAPOLIS ROYAL  
STUDENT EMPLOYMENT OPPORTUNITY  
EVENTS COORDINATOR**

The deadline for applications is June 19, 2026 at 3:00 pm AST.

**EVENTS COORDINATOR**

The Town of Annapolis Royal is looking to hire **one** Events Coordinator for the upcoming community events to be held this summer.

The Events Coordinator reports to the Active Living & Recreation Coordinator and plays a key role in planning, organizing, and delivering a diverse range of community events, initiatives, and recreational programs throughout the summer season. These events support culture, recreation, and economic development within the community.

In addition to event coordination, the Events Coordinator will contribute to various Town Hall projects and administrative functions. Responsibilities include developing online materials, project management, and specific task-based duties as needed.

This position requires flexibility, including the ability to work evenings and weekends as needed.

**Qualifications:**

- Currently enrolled in a post-secondary institution
- Excellent communication skills (written and oral)
- Self-starter with superb time-management skills
- Excellent organizational skills
- Intermediate computer skills, including Outlook, data entry, Excel, and Word

Dates: 8-week contract, to commence June 29, 2026

Salary: \$16:75 hr + 4% vacation pay

Location: Annapolis Royal Town Hall/Community Hub Gym

Applications will be accepted until June 19, 2026 at 3:00 pm and may be submitted in person or by email to:

Attention: Sandi Millett-Campbell - Town of Annapolis Royal  
P. O. Box 310  
285 St. George Street  
Annapolis Royal, NS B0S 1A0  
Email: [cao@annapolisroyal.com](mailto:cao@annapolisroyal.com)