

Trinity Village

Annual Plant Sale Marketing and Sales Coordinator (A Volunteer Position through Trinity Village Garden Keepers)

Deadline to apply: Friday January 24, 2019

Duration of Commitment: Beginning of February –end of May 2020 (16 weeks)

Weekly time Commitment: 1-3 hours flexible time

Plant Sale dates: May 21st -25th, 2020

Position Description:

Working closely with the Horticulture Manager, the Marketing and Sales Co-ordinator will further develop the marketing and sales strategy for the annual plant sale. Together, they will develop best plant selection for 2020 sales, marketing strategies, and sales location design. The Co-ordinator will follow through on marketing strategies and sales location design, while the Horticulture Manager will focus on plant material development and inventory control.

Responsibilities:

- Work with Horticulture Manager (HM) to develop plant selection for 2020 Plant Sale
- Under the guidance of the HM develop marketing strategies to suit the local community served
- Under the guidance of the HM develop the design of the sales location including plant sale product staging, traffic flow, signage and timing of event.

Skills necessary and or nice to have:

- ✓ Enthusiasm
- ✓ Heart and sense of humour.
- ✓ Creativity and spontaneity
- ✓ self-motivation
- ✓ Willingness to try something new
- ✓ Sales and marketing experience a big plus; an interest in it is the next best thing...
- ✓ Basic computer skills
- ✓ An interest in garden plants and selling them

What's in it for you? :

- ❖ Learn a new skill, hone an old one
- ❖ Meet new friends and business contacts
- ❖ Something to look forward to each week during a long winter
- ❖ Sense of fulfillment through the development and presentation of finished project
- ❖ Possible job references
- ❖ Giving back to the community you live in
- ❖ Rewarding in many more ways than a paid position.

How to apply:

Email your interest to Hedi Lee, Horticulture Manager

At hlee@trinityvillage.com or phone for more information: (519) 893-6320 ext. 252