



FUNDRAISING ASSISTANT (Summer Student – Canada Summer Jobs 2026)

Location: Stratford, ON

Job Type: Temporary (9 weeks, 30 hours/week)

Pay: \$17.60/hour

Start Date: June 22, 2026

Overview

The Stratford House of Blessing is hiring a **Fundraising Assistant** to support events, marketing, and community engagement initiatives, including our signature *Empty Bowls* fundraiser and *Ride for Refuge*. This is a great opportunity for students or recent graduates interested in marketing, events, or non-profit work.

Eligibility (Required)

Applicants must:

- Be 15–30 years old at the start of employment
- Be a Canadian citizen, permanent resident, or have refugee protection status
- Be legally entitled to work in Ontario

Responsibilities

- Support planning and promotion of fundraising events and campaigns
- Create and schedule content for social media, email, and website
- Assist with online tools (donations, auctions, scheduling, analytics)
- Build relationships with community partners, sponsors, and donors
- Lead bowl painting workshops (training provided)
- Request donations from local businesses and artists
- Track event details and complete data entry
- Assist with other programs and services as needed
- Attend team meetings and assist with other duties as needed

Qualifications

- Strong communication and organizational skills
- Interest in marketing, events, or fundraising
- Basic computer skills (Excel; Word; design tools like Photoshop an asset)
- Ability to work independently and as part of a team
- Valid driver's license and access to a vehicle (required)
- Ability to lift up to 30 lbs

Perks

- Casual dress
 - On-site parking
 - Hands-on experience in the non-profit sector
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How to Apply

Email your resume and a cover letter (max 500 words) outlining your experience and interest in the role to:

Eva Hayes,
Executive Director
director@shob.org

Applications are reviewed as received—apply early.