



## **DRAFT RFQ | Cuttyhunk CAN! Social Media Wrangler | Program Assistant**

part-time job estimated at 5-10 hours a week during the summer  
note that this may be broken into two jobs)

The successful candidate will ideally have these skills and traits

- interest in climate change, sea level rise and environmental issues
- Internet and Social Media savvy – Chrome or Safari, Facebook, Instagram, TikTok, Twitter
- strong written and spoken communication skills
- collaboration skills as well as personal initiative
- ability to research climate change information
- love of Cuttyhunk
- familiarity with Cuttyhunk organizations (e.g. Cuttyhunk Yacht Club, Library, Historical Society, Shellfish Farms, Fishing Club, etc.)

As Program Assistant:

- work with public programs,
  - ∞ including assisting with distribution of public information
- help with coordination of visiting speakers
- help with planning and production of an Island Clean-up project (anticipated in August)

flexible hours | competitive hourly wage.

Revised May 2, 2023 12:30 EDT