



## **Conservation & Science Visual Communications Assistant**

**BRANCH:** Wildlife & Science

**POSITION:** Conservation & Science Visual Communications Assistant

**HOURS OF WORK:** 40 hours per week (evening, weekend, and shift work required)

**POSITION DURATION:** approximately May to August

**PAY RATE:** \$13.15- \$14.00/hr

**BASIC FUNCTION:** The Toronto Zoo's Wildlife & Science team is seeking a highly motivated individual who is passionate about wildlife, conservation, and science to film video content and engagement clips as well as capture photos that will be used in conservation, science, and outreach communications to inform, educate, share wonderment, and raise awareness for the Toronto Zoo team, community, and supporters and to give the public a deeper understanding of the impactful work being performed.

The main objective of the project is to capture footage that will help pique interest, generate an understanding of, and excitement for, Toronto Zoo and its programs, create connections between people and the environment, increase engagement and outreach, and help to advance communications for the Wildlife & Science team, and inspire both present and future generations.

### **RESPONSIBILITIES:**

- Review previous year's Conservation Programs booklet publication to obtain an understanding of the focus areas: programs, initiatives, projects that can be highlighted
- Liaise, consult, and interview staff throughout the Zoo site i.e.: Learning & Engagement (Education), Volunteers, Veterinarians, Veterinary Technicians, Researchers, Nutrition staff, Behaviour & Enrichment staff, Wildlife Care staff, Horticulture, Species Recovery & Program Assessment staff, etc.
- Assist with the development of objectives for video content such as the target audience and core messaging. Objectives will also highlight various Zoo's activities within the community and Canada as a whole with events such as National Aboriginal Day, Bioblitz, release of endangered Ontario species (e.g. Wood turtles), undertakings of new exhibits and habitats, and awards/recognition received for assistance with endangered species such as Ontario bats
- Plan specifics for video content and outcomes
- Write video production brief
- Attend and film a wide variety of conservation and science program activities, events, and daily undertakings for video content and short engagement clips, working directly with an array of Zoo professionals
- Accompany staff on their field work excursions and external events and capture key highlights
- Take videos and photos of a wide variety of Zoo animals to showcase their daily habits and personalities
- Upload and share photos and videos via Dropbox
- Edit product videos for the Zoo team to use as companion videos that complements the Zoo's comprehensive 2020 Wildlife & Science publication
- Content can be compiled for social media focused videos, as well as teasers for Facebook
- Daily coordination of the video production plan with the various branches and divisions of the Toronto Zoo

- Catalogue of photographs, categorized by species that showcase their daily habits and personalities
- Content compiled for social media focused videos, as well as teasers for Facebook
- Footage of a wide variety of conservation and science program activities, field work excursions, events, and daily undertakings
- Short engagement clips produced showing an array of Zoo professionals
- Increased promotion of conservation, education, science and outreach at Toronto Zoo
- Other duties as assigned by the Manager or their designate

**QUALIFICATIONS:**

- Completed or working towards a post-secondary degree – preferable in Zoology, Conservation Biology, or Environmental Studies; and/or Visual Communications, or Digital Media.
- Excellent English verbal and written abilities
- Between ages 18 and 30 (pending grant requirement)
- Must be a Canadian Citizen, Permanent Resident, or have Refugee status (pending grant requirement)
- Ability to work independently and in a team
- Ability to work weekends and evenings as required
- Proficiency with computer software: Word, Excel, PowerPoint

**IN ADDITION TO AN INTERVIEW CANDIDATES MAY BE REQUIRED TO TAKE A WRITTEN AND/OR PRACTICAL EXAMINATION RELEVANT TO THE POSITION.**

If interested in this position, please submit your resume and cover letter no later than Friday, March 27<sup>th</sup> to:

Email: [hr@torontozoo.ca](mailto:hr@torontozoo.ca)

\*Please state " Conservation & Science Visual Communications Assistant" in the subject line of your application.

**While we appreciate the interest of all applicants, but only those selected for an interview will be contacted.**

Personal information gathered as a result of this posting is collected under the authority of the City of Toronto Act and By-law No. 5-1998 and will be used to determine eligibility for this job posting. Questions about this collection of personal information should be directed to: Ms. Shawna Findlay-Thompson Manager, Human Resources (416)392-5925.

The Toronto Zoo provides accommodation for employees with disabilities, as defined under the Ontario Human Rights Code. If contacted for an interview, and you require specific accommodation for the interview process because of a disability or a medical need, then please advise the person contacting you of your requirements, so that arrangements can be made for the appropriate accommodations to be in place before you begin the interview process.

2020-03-12