



JOB DESCRIPTION

Digital Program Developer

This full time 12 month contract position supports the STEAM Education Centres' core educational and community programs by digitizing all existing in person programs with the goal of pivoting them to online platform options. The role involves working with A/V production, graphic design and online Learning Management systems. The goal of the position is to be creating all of the graphic elements required to clearly communicate and engage students, teachers, parents and the public. The role is focused on developing and executing a strong digital education strategy.

This role is funded by the Government of Canada, Ontario Trillium Foundation. To be eligible you must:

- Be a Canadian Citizen, permanent resident or a protected person defined by the Immigration and Refugee Protection Act

This is a temporary role with a flexible schedule and work location options. We are offering \$20-24 hourly based on experience for a 35 hour work week.

Responsibilities include:

- Becoming familiar with the STEAM Education Centre's brand, audience and programs
- Working with our existing graphic elements while coming up with new ideas and designs
- Creating all educational elements for instructional videos and projects as needed
- Ensuring alignment of designs with our many programs
- Monitors, manages and optimizes traffic and campaigns on various platforms
- Learning to use a suite of technologies and software programs
- Performing updates to the website as needed
- Creating educational STEAM course content to be accessed digitally
- Cultivating and maintaining relationships with internal and external stakeholders;
- Other duties as assigned by the Executive Director

Minimum Requirements

- University/College graduate in either web design, learning management systems, digital education
- Experience designing graphic elements
- 2+ years of digital marketing experience
- Solid understanding of online landscape (channels & strategies) and graphic design
- Excellent communication in English (written & verbal) as well as presentation skills
- Creative mindset, and interested in exploring STEAM topics
- Ability to disseminate technical information into easily digestible graphic representations
- Ability to manage multiple projects and meet deadlines



- Excellent organizational skills with strong attention to detail
- Proactive, enthusiastic, self-starter

We invite all qualified and eligible candidates to apply for this role by emailing cover letter and resume to info@steameducation.ca.