



Virtual Run Coordinator

This is a 4-month commitment. In the months leading up to the run, the role will require 3-5 hours/week, with responsibilities intensifying as both the June 3 Vancouver race day, and June 1-4 virtual run approach. The virtual run coordinator should be willing to assist with Vancouver event planning.

The Earth Run Committee meets twice a month on Wednesday afternoons, and you should be available to attend at least one of these meetings per month.

We need someone who will be able to engage and encourage our virtual runners. You will be their point-of-contact for the race, and must be able to assist them with the technology as well as ensure that this is a FUN experience for everyone involved.

Responsibilities

- Assisting with the maintenance of the Virtual Run web portal
- Assisting local (Roundup) race organizers with Virtual Run registration
- Communicating with Virtual Run participants: answering questions, moderating comments etc.
- Coordinating with promotions team and integrating the Virtual Run into the Earth Run social media platform

Qualities & Skills

- Above average social media and web skills
- Promotions experience would be helpful
- Must be able to communicate effectively online
- Teamwork-oriented

To apply for the role of Virtual Run Coordinator, please email your resume and a short introductory letter to Kim Peterson at kim.earthrun@gmail.com

Earth Run is an annual 5K/10K run to raise money and awareness for environmental non-profits. In addition to a community race in Vancouver on June 3, we are organizing a Virtual Run June 1-4, wherein participants can join in from anywhere in the world. Money raised from the Virtual Run will be donated to the UN-HABITAT program, a United Nations initiative bringing socially and environmentally sustainable communities to the world.