



## **Parksville Beach Festival & Quality Foods Sand Sculpting Competition & Exhibition Festival Organizer Position Overview – 3 Positions June 29 - August 17, 2026 (7 weeks)**

The Festival Organizer for Parksville's 2026 Quality Foods Sand Sculpting Competition and Exhibition will assist the Event Manager, Event Coordinator and Board members with a variety of tasks during the event. The Sand Sculpting Competition and Exhibition will take place July 9-August 16, 2026, but this position will begin June 29 through to August 17, 2026. This position is suitable for someone who enjoys working with the public in an outdoor setting and doesn't mind getting a little sandy.

This position is ideal for someone pursuing a career in event coordination, volunteer management, recreation, tourism or leisure studies. The successful candidate will work closely with the Event Manager to 'learn the ropes' of event planning and organizing. The ideal candidate will have excellent interpersonal skills, a positive attitude, strong knowledge of Microsoft Office applications, social media and have knowledge of Parksville and the surrounding area. This position requires working with community volunteer groups, cash handling skills and POS usage.

This is a temporary full-time position, working 35-40 hours/week, including weekends and evenings. Some physical work and working outside in all types of weather conditions at the Parksville Community Park is required. First aid, with CPR would be an asset.

### **Responsibilities will include:**

- Collaborate and communicate with event staff, management, board directors and volunteers in the planning and delivery of events
- Take direction from and provide information to event management and event coordinator
- Handle specific duties related to the preparations and dismantling of the sand sculpting site
- Support and deliver activities for sponsors, sculptors, and directors during opening weekend
- Orient, train, and support gate volunteers
- Assist sculptors during sand sculpting competition weekend
- Support musicians and artists as needed throughout events e.g. Daily Buskers, Learn to Sculpt, LightUp, etc
- Support, promote and assist in the delivery of Lunch with the Castles program
- Support and implement accessibility strategies
- Promote events through Beach Festival social media platforms and through the distribution of print event materials e.g. posters and rack cards
- Greet and interact as appropriate with over 100,000 visitors
- Assist with ongoing inventory and stocking of souvenir merchandise
- Assist with daily event donations (cash handling) and POS systems
- Maintain a clean, tidy presentation of the sand sculpting site for visitors, volunteers, and sculptors
- Assist Event Manager, Marketing Manager, Board members and committee chairs as required

### **Employment Requirements:**

Applicant must be between the ages of 15 – 30 years, must be a student, returning to school in Fall 2026.

### **Remuneration:**

This position will pay \$22.00/hr., plus 4% holiday pay.

### **To Apply:**

Please email cover letter and résumé by March 6, 2026, to [info@parksvillebeachfest.ca](mailto:info@parksvillebeachfest.ca).