



Impact Library & Content Archivist

Canada Summer Jobs 2026 8-Week Position

About the Moose Hide Campaign

The Moose Hide Campaign is a grassroots movement of Indigenous and non-Indigenous peoples standing together to end gender-based violence. With over 8 million pins gifted and more than 40 million conversations sparked, we are growing a nationwide movement of safety, healing, and accountability.

Learn more: www.moosehidecampaign.ca

Position Summary

Stories are at the heart of the Moose Hide Campaign. Over the years, the Campaign has gathered a rich collection of testimonials, quotes, videos, and photos that show the real-world impact of this work. Right now, that material needs a good home. In this role, you will build an internal impact library that makes it easier for the team to find, use, and share these stories with partners, supporters, and communities across Canada.

Location: Remote

Term: July 6 - August 21, 2026 (Canada Summer Jobs)

Start Date: July 6, 2026

Hours: 35 hours per week

Hourly pay: \$20

What You Will Do

- Review and organize existing impact data, including stories, quotes, testimonials, videos, and photos
- Develop a clear, consistent system of categories, tags, and metadata so content is easy to find
- Build an internal index or searchable resource for staff use
- Collaborate with team members to identify gaps in the current collection
- Support the preparation of impact materials for outreach, fundraising, and reporting

What You Bring

- Strong organizational skills and a detail-oriented approach
- Comfort working with documents, spreadsheets, and digital files
- An understanding of or genuine interest in how storytelling supports social movements
- Familiarity with Google Drive, SharePoint, or similar platforms (an asset)
- Experience with content management systems, metadata, or archiving (an asset)

Competencies we value



- Reliability and accountability
- Clear, respectful written and verbal communication
- Discretion when handling organizational and partner information
- Adaptability during a busy season
- Commitment to working respectfully within an Indigenous-led organization and to the Campaign's mission to end gender-based violence

How to Apply

Please send your resume and a brief cover letter (one page or less) to careers@reimaginework.ca with the subject line: Impact Library & Content Archivist - MHC

To be eligible for Canada Summer Jobs, applicants must be between 15 and 30 years of age at the start of employment, be a Canadian citizen, permanent resident, or hold refugee protection status in Canada, and be legally entitled to work in Canada.

We strongly encourage applications from First Nations, Métis, Inuit, and all Indigenous Peoples, people who are 2SLGBTQIA+, racialized people, and people with disabilities. Lived experience is valued. Formal credentials are not required. We are committed to an inclusive recruitment process, and accommodations are available at any stage upon request. To request support, please contact careers@reimaginework.ca.