



Summer Job: Communications Assistant – Web Content Development

The Newfoundland and Labrador Federation of Agriculture (NLFA) is seeking a student Communications Assistant to support the development and enhancement of key website content, including a new Member Directory and a comprehensive Resource Hub.

NLFA delivers a variety of projects and programs that support the agriculture sector through representation, community building, and public awareness initiatives. By enhancing the NLFA website, this role directly contributes to supporting farmers and promoting local food across Newfoundland and Labrador.

This position will work closely with the NLFA Public Trust & Marketing Manager to strengthen awareness of Newfoundland and Labrador’s agriculture sector and improve access to information for both farmers and the public.

About the Federation

The Newfoundland and Labrador Federation of Agriculture (NLFA) is a non-profit organization that represents and advocates for farmers and farm groups across the province. Our motto is “farmers for farmers” and our mission is to lead the advancement of a diverse, successful, and sustainable agriculture industry in Newfoundland and Labrador. To learn more, visit nlfa.ca.

Responsibilities

1. Develop NLFA Member Directory

- Create and organize an online directory of NLFA members.
- Upload and format images, business descriptions, and website/social media links.
- Include clear information on how consumers can buy from and support local farmers.
- Ensure content is visually engaging, consistent, and easy to navigate.
- Coordinate with members to gather accurate and up-to-date information.

2. Build NLFA Resource Hub

- Develop a dedicated web page that serves as a centralized guide for farmers.
- Research and compile information on funding opportunities, marketing supports, relevant industry contacts, and educational resources.
- Organize content into clear, user-friendly categories.
- Update and format content within the NLFA website platform (Wix).

Education, Experience and Skills

- Must be entering or returning to post-secondary training in the upcoming academic year
- Communications, journalism, public relations, graphic design, marketing or similar experience/education preferred
- Experience with website content creation and editing (Wix experience preferred).
- Strong research and organizational skills.
- Graphic design experience (Canva or similar platforms).
- Data entry and attention to detail.
- Strong written communication skills.
- Ability to work independently and manage multiple tasks.
- All applicants must be legally entitled to work in Canada

Compensation and Other Details

- **Job Type:** Full time, 10 week summer position
- **Compensation:** \$20/hour
- **Hours:** 35 hours/week
- **Location:** This position is in-person in Corner Brook
- **Expected Start Date:** June 1, 2026

How to Apply

Please send your PDF resume and cover letter to hire@nlfa.ca by **April 24, 2026**. Only those that are selected for an interview will be contacted.