

**Title: Market Investigator**

**Description:** One goal of Fair Trade Vancouver is to provide an online space for consumers to stay informed on Fair Trade options in their city. This position will be responsible for compiling and analyzing market findings on Fair Trade products in Vancouver as well as combine that information with other regions in order to update our nation-wide [Fair Trade finder](#). This position is expected to take initiative in constantly improving the Fair Trade finder system.

**Tasks:**

- Compile updated information on various grocery stores, handicrafts, cafes and restaurants, etc. in Vancouver with respect to their selection of Fair Trade products.
- Analyze the market findings and update the Fair Trade finder (map).
- Work with other organizations to keep the information consistent and updated
- Work to create a system where consumers and producers can update Fair Trade Vancouver on changes, edits, or additions to the finder.
- Research ways to improve the Fair Trade finder system
- Work with lead to document the different processes

**Benefits:** Gain valuable experience in a well-established, growing organization. Learn about Fair Trade and work with individuals who have experience locally, nationally, and internationally. Network and be exposed to other opportunities within the international development community. Develop skills in planning and organizing with a team.

**Commitment:** We are looking for a minimum of 3 months commitment, 3 hours per week.

**Location:** The Fair Trade Vancouver office can be used for meetings when needed, but a location that is convenient for both the lead and volunteer can be arranged.

**Skills Required:**

- Candidate must be willing to conduct research which will entail venturing out to different locations and speaking on behalf of Fair Trade Vancouver
- Candidate must be able to work with Microsoft Excel
- Candidate must have a passion for Fair Trade and/or be willing to learn

**To apply please e-mail [volunteer@fairtradevancouver.ca](mailto:volunteer@fairtradevancouver.ca) with your resume and put 'Market Investigator' in the subject line. Please also indicate your interest in Fair Trade Vancouver.**