

## JOB POSTING

Title: Communications Officer  
Effective Date: January 15, 2018  
Employment Type: Full time, permanent  
Location: Listuguj, Quebec

### Description

We are looking for an enthusiastic communications officer to plan and manage our external and internal communications. The successful candidate will oversee development and implementation of support materials in the above activities and coordinate at the strategic and tactical levels with the other functions of the organization, e.g. research and finance departments.

### Qualifications

A university degree or college diploma in communications, public relations, marketing, journalism or in a related field;

*and*

Several years of experience in a public relations or communications officer position or in a related occupation are required.

Experience in working in First Nation governance setting strongly preferred;

Multilingual (Mi'gmaq/English/French) desired;

### Sample of responsibilities

- Plan, direct and evaluate communication strategy to promote the GMRC's aquatic research activities under AAROM;
- Direct online communication with the use of social media;
- Maintain GMRC website;
- Implement GMRC's social media policy and monitor adherence;

- Implement communication strategies and information programs, publicize activities and events, and maintain media relations on behalf of GMRC;
- Ensure digital marketing content aligns with our brand's identity and message, and assist with marketing campaigns as needed.

**Deadline:** Submissions must be received by **January 29, 2018 at 4:00pm.**

We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. Only those applicants who qualify for an interview will be contacted.

A full job description may be requested at: [info@gmrc.ca](mailto:info@gmrc.ca)

**Please submit résumé and cover letter and any questions to:** [info@gmrc.ca](mailto:info@gmrc.ca)