

# COMMUNICATIONS MANAGER

This position is responsible for providing a communications strategy and support to all City of Moose Jaw departments, while strengthening the reputation of the City of Moose Jaw.

Under the direction of the City Manager, the Communications Manager will provide:

- City Council's strategic priorities relating to communication and advocacy
- An advanced level of strategic input and analysis to senior management on confidential aspects of labour relations issues that arise
- Advice to the Mayor and Council in the event of emergency, various personnel issues (such as collective bargaining, negotiations and strike action) as well as writing speeches for Council, accessing information that is sensitive to the public and other organizations
- Assistance with the Emergency Operations Centre and EOC Communications Team
- Assistance in adoption of social media including marketing, video creation, media sharing and social networking

Qualified candidates will possess:

- university degree with a major in communications/journalism/marketing/social sciences or a related discipline
- 3 years' experience in a progressively responsible communications role
- Class 5 driver's license with personal vehicle for travel use.
- Knowledge and understanding of political issues at a local, provincial and federal level.
- Ability to effectively use a variety of computer programs.
- Knowledge of marketing concepts and strategies.
- Demonstrated communication skills with competence in writing.
- A combination of education and experience will be considered.

If this opportunity appeals to you, please submit a resume prior to 5:00 p.m. July 24 2017, outlining your credentials and names of references and indicating Competition #17-19, to:



City of Moose Jaw, Human Resource Services  
Fax: (306) 694-4517 or E-mail: [postings@moosejaw.ca](mailto:postings@moosejaw.ca)

*We will contact applicants we wish to consider within 3 weeks of the competition closing date. All applicants are thanked for their interest.*