



We are hiring a Communication Specialist (12-month Term)

About the Children's Hospital Foundation of Manitoba

The Children's Hospital Foundation of Manitoba (CHFM) 's mission is to improve children's health everywhere, by inspiring our community to support excellence in child health care and child health research.

Join our team to help transform child health care and research in Manitoba. Help ensure sick kids get the care they need in places of comfort and healing, like an expanded emergency department, state-of-the-art equipment, and world-class pediatric research. To learn more about the Children's Hospital Foundation of Manitoba and our commitment to children's healthcare needs – visit goodbear.ca Let's make anything possible.

The Opportunity:

Reporting to the Director of Marketing and Communication, the Communication Specialist (Term) is responsible for key marketing, communications, and public relations functions to support our vision, mission, goals, and objectives.

Key Responsibilities:

- Provide strategic counsel on key messaging, branding, and positioning.
- Assist with the implementation of content strategy and content calendar.
- Oversee the creation and dissemination of press releases, media kits, and other communication materials.
- Lead project management and handle multiple work back schedules.
- Collaborate with cross-functional teams to ensure consistent branding and communication across all channels.
- Monitor and evaluate the effectiveness of communication strategies through analytics and reporting.
- Interview hospital patients, staff, and CHFM community members to create reader-first content for the Foundation's communication channels.
- Proofread marketing materials to ensure error-free deliverables.

Qualifications:

- A minimum of three + years of directly related experience including supervisory responsibilities.
- Proven experience with project management and handling multiple workback schedules.
- Demonstrated ability to accurately maintain and manage multiple projects simultaneously while working under tight deadlines and setting priorities.

Qualifications:

- Experience in journalism or public relations with an understanding of editing others.
- Experience in external communications, including media relations, event planning, advertising, and donor consultations.
- Highly developed communication skills including excellent business English, spelling, written and grammatical, and proofreading.
- Ability to understand and respond to written and oral instructions.
- Exceptional skill as an editor, writer, and storyteller.
- Experience creating compelling visuals.
- Demonstrated proficiency in using Adobe Creative Suite including Photoshop and InDesign.
- Experience in independent research and problem-solving, as well as the ability to find practical options for solutions to challenges as they arise.
- Proven track record of integrity and trust, with the ability to deal with confidential and sensitive information.
- Demonstrated positive, well-developed people skills and strong customer service skills.
- The ability to represent the Children's Hospital Foundation of Manitoba professionally.
- Ability to work extended hours as necessary and to adjust to changing priorities.
- Must provide a clear Criminal Record and Child Abuse Registry check.

The Children's Hospital Foundation of Manitoba offers a competitive salary and benefits package.

For Further Information or to Apply

If you are committed to delivering quality service, apply to Posting #20245 by sending your cover letter and resume to amunch@goodbear.ca

Please include three business references with your resume.

We will accept applications until **4:30 pm Monday, November 4, 2024.**

Thank you to all candidates interested in working with the Children's Hospital Foundation of Manitoba. We will contact candidates selected for interviews.