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Communication Specialists – 6 Month Term

Construction Safety Nova Scotia is an ISO 9001:2015 certified, not-for-profit association, funded by the construction industry in Nova Scotia. Construction Safety Nova Scotia provides a broad range of OHS training, advisor and COR Evaluation services to more than 6000 employer members within the NS construction industry.

Construction Safety Nova Scotia is looking for a Communication Specialist for a 6-month term. This position will provide communication support to the association for social media and website management and assist in the preparation for its 25th anniversary AGM.

Responsibilities include:

- Monitoring and updating social media accounts
- Managing website content
- Assist in preparing for various trade show events
- Assist in the development and launch of advertising campaigns
- Assist in the Annual General Meeting preparations
- Assist in the development of external communication materials
- Assist in the management of external contractors as it relates to communications and media. This includes printers, designers, communications/PR firms, and product suppliers.

Requirements:

- University or College degree specializing in public relations, communications, and marketing
- 5 years experience in a communications position
- Experience working in a not-for-profit environment considered an asset
- Experience with the construction industry considered an asset

Salary: Equivalent of \$55,000 per year

Closing Date: Tuesday, Dec 11, 2018

If you are interested in applying for this position, please forward your resume and cover letter to:

Damon Alcock

Chief Safety Services Officer
35 MacDonald Ave. Dartmouth, NS
B3B 1C6

Or email your resume to

dalcock@constructionsafetyns.ca

