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Administration régionale KATIVIK Regional Government
KATIVIK P.O. Box 9 KUUJJUAQ (QUÉBEC) CANADA J0M 1C0

JOB OPPORTUNITY

The Kativik Regional Government (KRG), a supramunicipal body with jurisdiction over the territory located north of the 55th parallel, is now looking for a self-motivated and dynamic individual interested in joining the KRG to work in the capacity of:

COMMUNICATIONS OFFICER
(PERMANENT FULL-TIME POSITION)

Reporting to the Coordinator of the Communications Section, the Communications Officer is responsible for developing and implementing a communications strategy and plans, as well as for liaising with the media. More specifically the Communications Officer is responsible for the following:

- Coordinate relations with the media;
- Assist in coordinating the KRG strategic communication both external and internal;
- Prepare, implement, and manage communications plans for programs and the KRG's Departments;
- Develop and coordinate public relations plans with government and regional organizations;
- Coordinate the KRG relations with the general public;
- Design and implement a KRG branding and communications strategy;
- Draft briefing notes, speeches, and media documents;
- Plan and carry out public relations projects in cooperation with the Departments;
- Assist the Director and the Coordinator with any other related responsibilities.

The selected candidate must meet the following qualifications:

- Bachelor's degree in communications or in a related field;
- Minimum of five (5) years of relevant work experience in public relations;
- Solid leadership skills and demonstrated resourcefulness;
- Strong capacity to understand and manage situations that develop and change quickly and to synthesize relevant information;
- Excellent analytical skills;
- Excellent interpersonal skills;
- Written and oral working knowledge of at least two (2) of the following languages: Inuktitut, English, and French.

Place of employment:	Kuujjuaq
Salary:	Min. $49,589 – Max. $84,336 yearly (Class 8)
Benefits:	Cost of living differential: $8,500 annually (minimum); Food allowance: $3,707 annually (minimum); Annual leave trips: Maximum 3 trips per year, per person; Pension fund: 6% employer contribution and 4% employee contribution; Group insurance; Vacation: 20 days/year; Statutory holidays: 20 days, including 10 during Christmas.

Please submit your résumé to:

Human Resources
Kativik Regional Government
P.O. Box 9
Kuujjuaq, QC J0M 1C0
humanresources@krg.ca
Fax: 819-964-2975

The KRG is an equal opportunity employer. In accordance with this and with the James Bay and Northern Québec Agreement*, conditions may vary to promote the employment of Inuit candidates.*

Only candidates selected for an interview will be contacted.