



ᐅᑎᐱᑦ ᐅᐳᐳᑦᐱᑦ ᐅᑲᑲᑦᐱᑦ

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

JOB OPPORTUNITY

The Kativik Regional Government (KRG), a supra municipal 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:

COMMUNICATION OFFICER - ESUMA (FULL-TIME, PERMANENT POSITION)

Reporting to the ESUMA Coordinator in the Sustainable Employment Department, the Information Officer is responsible for internal and external communications of ESUMA and acts as an advisor to the various working or project committees in their communication needs. The Information Officer has responsibility for, without being limited to, the following duties:

- Plan and organize promotional campaigns such as perseverance week, back to school, and any other promotional activities and ensure their implementation and effective deployment;
- Ensure the updating and implementation of ESUMA's communication plan;
- Optimize the various communication mechanisms between the 14 communities;
- Coordinate the design work of a new website and ensure its updating;
- Develop a digital strategy and ensure an active presence on social media;
- Daily feed information and communication tools (Facebook, annual report, website, blog, etc.)
- Ensure, develop, and maintain excellent relations with the media;
- Create communication tools for the various stakeholders (students, parents, communities, organizations, employers, teacher, etc.)
- Ensure the achievement of the objectives of the communication plan and evaluate the results;
- Ensure the mobilization of all partners and collaborators to the perseverance week;
- Develop collaborations to achieve communication and mobilization objectives;
- Carry out any related tasks as requested.

QUALIFICATIONS

- University degree in Communications, Marketing, Graphic Design, or any other related field.
- Demonstrated experience over 5 years in the organization and management of communications, large scale projects and events, including societal and mobilization campaigns.
- Analytical skills.
- Verbal and written fluency in two of the following languages: French, Inuktitut, or English. Knowledge of the three languages is a definite asset.
- Very good knowledge about the Aboriginal communities of the region.
- Good knowledge of the regional labour market and socio-economic partners.
- Good knowledge of all available programs, services, measures and resources.
- Practical knowledge of *Microsoft Office* and social media.
- Availability to travel on a regular basis.

Place of work: Kuujuaq

Salary: Minimum \$51,077 and maximum \$86,867 annually (Class 8)

Benefits: Cost of living differential: minimum of \$8,500 per year;
Food allowance: minimum of \$3,707 per year;
Annual leave trips: maximum of three (3);
Simplified Pension Plan: 6% employer, 4% employee;
Group insurance;
Vacation: 20 days per year;
Statutory holidays: 20 days, including 10 days over the Christmas holidays.

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.



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

Please forward your résumé in English to:

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

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.