



Metro Vancouver – Join us in our commitment to provide services and solutions to one of the world’s most liveable regions. We deliver service excellence in the areas of regional growth planning, air quality, water, liquid and solid waste management, regional parks, affordable housing, and community engagement to over 2.4 million residents. We invite you to bring your skills, passion, and expertise to help us in our commitment to sustain and enhance our region’s liveability. We offer competitive salaries; excellent benefit packages; a municipal pension plan; employee wellness programs; and varied opportunities for professional growth and development. *Our External Relations Department is currently seeking a:*

## **Communications Specialist (Full-Time Regular)**

### **DUTIES:**

Identifies opportunities, designs, develops and implements a range of communications tactics in support of strategic corporate goals; proactively seeks opportunities to support and present ideas for communication.

Leads the formulating and implementing of corporate communication strategies and develops tools and methods for evaluating the success of these strategies, monitors impact and makes recommendations for changes.

Provides public relations, marketing and promotions advice to senior management relating to strategic objectives.

Prepares a variety of reports, graphics, and presentations including audio-visual and web based communications using Power Point, desktop publishing, print and electronic production methods for producing materials.

Creates and plans events that highlight corporate programs and objectives.

Works collaboratively in a team-based, integrated communication style and liaises with senior level internal and external contacts, municipal partners, the public and media.

Performs related work as required.

### **REQUIREMENTS:**

University graduation, with a degree in communications or public relations, plus five to seven years of communications experience working with senior officials on developing mechanisms for public and media awareness of strategic corporate goals; OR an equivalent combination of training and experience.

Thorough knowledge of the principles, practices and techniques relating to communications program design, development, implementation and monitoring, especially as it relates to governmental agencies and organizations.

Sound knowledge of the objectives of the Board, the GVRD and its member municipalities as they relate to the work performed.

Must have considerable initiative, political sensitivity and judgment to take a project from concept through implementation and assessment in a public sector environment.

Ability to establish and maintain effective working relationships and partnerships with various internal and external contacts, member municipalities and other clients and to act as advisor, liaison and communications representative on behalf of the GVRD.

Effective oral and written communication skills including creativity, imagination and experience in developing graphics/presentations; experience and ability in audio-visual communications.

Strong technical abilities including understanding of web-based communications; hands-on knowledge of Power Point and desktop publishing; experience with print and electronic production methods.

Considerable knowledge of writing techniques, graphic arts, photography and print production, news and advertising media' experience in conceptualizing, planning and implementing events.

Strong organizational skills including the ability to multi-task and quickly adapt to changing priorities.

Ability to perform work with minimal supervision.

Valid B.C. Driver's license is required.

Please follow this link <http://www.metrovancouver.org/about/careers/> to our Careers page where you can submit your application by May 4, 2016.

While we greatly appreciate all the replies we receive, regretfully only those selected for an interview will be contacted.