



Representing the sovereign treaty signatories of the Robinson Huron Treaty

Employment Opportunity at Robinson Huron Waawiindamaagewin

Invites applications for Communications Manager

PURPOSE.

The Robinson Huron Waawiindamaagewin (RHW), created in 2018, is a regional association of Chiefs in the Huron region of Ontario that are signatory First Nations, adhesions and beneficiaries of the Robinson Huron Treaty of 1850. The overarching goal of RHW is to have a collective Anishinaabe decision-making body progressing the interests and inherent rights of our people. To support these efforts, RHW is inviting applications for the position of Communications Manager, which will be part of our Policy and Communications team.

This individual will be responsible for the coordination and implementation of internal and external communications for the RHW. The role requires an experienced and enthusiastic communications professional who is a strategic thinker, a relationship builder, a planner, and an implementer. The Communications Manager would be expected to develop, implement, and modify the communications strategy for the Robinson Huron Waawiindamaagewin while providing support to the organization's overall policy and communications objectives.

DUTIES AND RESPONSIBILITIES

- Develop messaging that takes the political and policy development of the RHW out to citizens, the public, government and corporations.
- Responsible for developing and implementing an effective communications strategy and budget to support RHW and its objectives.
- Develop draft media releases and correspondence.
- Develop relevant social media postings for RHW to promote current events, strategies or other necessary messaging.
- Supporting the planning of events from a communications perspective and possibly assisting on-site for some events.
- Oversee the development of the RHW newsletters and other publications. Development and delivery of all public relations and communication materials, ensuring the quality of content, production and delivery.

- Managing the RHW website, including maintenance, updates, and uploading new content. Update the website with upcoming events and activities related to the RHW organization.

QUALIFICATIONS/SKILLS

- Relevant post-secondary education in media relations, journalism, political science or another relevant field and a minimum of 5 years experience working in a related position
- Experience working with First Nation communities and regional organizations and a comprehensive understanding of the issues facing First Nations locally, regionally, and nationally.
- Ability to communicate advocacy messaging and demonstrated political acuity with excellent oral and written communication skills.
- Experience working in media, government, and corporate relations with an ability to work independently and unsupervised.
- Understanding social-media promotions, engagement and feedback cycle is vital.
- Ability to work in a dynamic work environment with co-workers and supervisors located in various locations.
- Ability to develop an organization-wide communications strategy.
- Knowledge and understanding of the Anishinaabe culture and community life would be an asset.
- Ability to prepare briefing notes, reports, updates, memorandums and related policy documents essential.
- Able to travel throughout the Robinson Huron Treaty territory to attend in-person meetings, engagement sessions, and events.

TERMS AND CONDITIONS

- Secure and maintain certification in Privacy and Confidentiality.
- Must provide a criminal record check prior to commencing employment,
- Must be able to work flexible hours.
- Valid driver's license and vehicle for on-the-job use.
- Incumbent is subject to three months' probation.

Application Deadline: No later than Friday 4 pm October 4th, 2024.

Send cover letter, resume, credentials and three related references (email addresses) to:

Attention: Hiring Committee
Robinson Huron Waawiindamaagewin
473A Highway 17 East, Cutler, ON P0P 1B0
Email: Tristen Schneider - Tristen@waawiindamaagewin.com