

Internal/External Community Engagement Specialist



POSITION: Community Engagement Specialist

DEPARTMENT: Family and Settlement Services

POSITION FUNCTION:

Under the supervision of the Associate Director, Family and Settlement Services (FSS), the Community Engagement Specialist implements marketing, engagement, and outreach strategies to help Family and Settlement Services Teams reach clients and meet recruitment targets. Core duties include the production of promotional materials, social media posts and leading the execution of other FSS marketing projects. The Community Engagement Specialist will also work to highlight the Indigenous Awareness and Racial Equity, Diversity, and Inclusion (REDI) initiatives that Family and Settlement Services Teams champion.

QUALIFICATIONS:

- Completion of post-secondary education in marketing, communications, or an equivalent combination of education and experience
- Successful community outreach and campaign experiences (online and offline)
- Strong knowledge and skills in digital marketing (including marketing analytics) and social media platforms
- Strong analytical, project management, research and writing skills
- Highly organized; self-directed and works effectively in a fast - paced environment while managing multiple projects with deadlines
- Fluent copywriter (in English; other languages an asset)
- Demonstrated knowledge of settlement services and community resources for newcomers of diverse backgrounds
- Must be a team player and able to collaborate with various departments, including data administrators, communications specialists and program managers
- Must be confident and proactive in developing community engagement and partnerships
- Knowledge of anti-oppression and REDI principles, along with their practical applications
- Must be proactive in learning about program activities and outcomes
- Satisfactory criminal record check

HOURS: Full-time (35 hours per week)

STARTING PAY: Commensurate with experience

A competitive benefits package is provided with contracts of at least 1 year in length which offer a minimum of 17.5 hours of work per week.

RESUMES TO: MOSAIC Family and Settlement Service Hiring Team
Attn: ktan@mosaicbc.org
Please reference “Your Name – Community Engagement Specialist” in the subject line of your application and submit a cover letter and résumé in PDF/WORD format via email. No telephone calls please.

DEADLINE: Ongoing until filled.

NOTES: Only those selected for an interview will be contacted. Before applying, you must be legally permitted to work in Canada through citizenship or permanent resident status. If you have a work permit, please ensure that it allows you to work for the duration of this position.

Posting Date: November 12, 2021

MOSAIC is committed to promoting equal employment opportunities for all members of the community