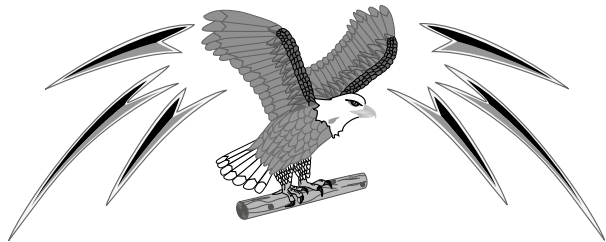


JOB OPPORTUNITY



The Confederacy of Mainland Mi'kmaq
Communications Officer
Mi'kmawey Debert Cultural Centre

The Mi'kmawey Debert Cultural Centre is a project mandated by all thirteen Mi'kmaw Chiefs, and administered through The Confederacy of Mainland Mi'kmaq. Currently poised to enter architectural design for the future building at the Debert and Belmont archaeological sites, the Centre is a major initiative. Working from the existing communications strategy, the Communications Officer will play a central role in engaging Mi'kmaw communities, communicating to present funders, working with the Fund Development Officer and sustaining public communication initiatives including the MDCC website, newsletter and related communications materials.

Duties of the Communications Officer include:

- Raising the profile and awareness of the MDCC with Mi'kmaw communities, key stakeholders, primary funders, and the general public;
- Implementing, with revisions as necessary, the existing the MDCC communications strategy;
- Cultivating and creating positive media stories;
- Producing print, web, periodical, site-specific advertising, and signage;
- Managing and growing the MDCC website;
- Attending public speaking events and trade shows;
- Collaborating and supporting activities of the Fund Development Officer;
- Supporting project staff and management with strategic partnerships;
- Other communication duties as identified by the Director of History and Culture.

Position Requirements:

- University degree in communications, public relations, English or equivalent;
- Three to five years experience in communications related positions;
- Knowledge of current professional standards in communications and public relations;
- Excellent writing, speaking and visual literacy skills;
- Knowledge of successful tactics for Mi'kmaw communities, Provincial and Federal governments, educators, and general audiences;
- Experience working with a variety of raw and format image files, website management software, InDesign, Microsoft Office, and Excel would be important assets;
- Experience working with Mi'kmaw First Nation communities, leadership, youth and Elders;
- Fluent Mi'kmaw and written Mi'kmaw would be important assets;
- Knowledge of and/or experience with Mi'kmaw heritage, tourism, and cultural sectors as well as knowledge of archaeology and related sciences would be an asset;
- Must have a valid driver's license, vehicle and ability to travel.

Salary/Employment Term: \$45,000/annual. This is a permanent position.

APPLICATION DEADLINE: September 27, 2019 by 12 PM

Submit Resume to: Michelle Hepworth
The Confederacy of Mainland Mi'kmaq
PO Box 1590, 57 Martin Crescent
Truro, NS B2N 5V3
Ph: 902-895-6385 • **Fax:** 902-893-1520
Email: michelle@cmmns.com

We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. Only those applicants who qualify for an interview will be contacted. The successful candidate may be required to submit a current criminal record check.