



## **Job Opportunity**

The Canadian Pork Council (CPC), a national organization representing the interests of 7,000 pork producers, is looking to fill the following permanent full-time position:

### **Bilingual Communications Specialist**

The communications specialist is responsible to:

- Provide advanced writing, editing, and proofreading support for internal and external communications.
- Write clear, concise communications that are tailored to the right audience and grammatically sound. Provides recommendations on the appropriate communication medium.
- Cooperate with the CPC team, create and communicate any news, information, or changes at the Council to external audiences through websites and social media channels.
- Participate in project/strategic-planning process. Assists with the development and execution of projects/initiatives related to communication as assigned.
- Create and maintain internal communication plans and related initiatives, ensuring they are measurable and tied to the council's goals.
- Work collaboratively with creative professionals to create visual communications.
- Lead events and provide communication and logistic coordination when necessary.
- Provide communications consultation to peers and Board of Directors when called upon.

#### **Qualifications:**

- A post-secondary degree in a related field (e.g., communications, journalism, or related field of study)
- 4-5 years of progressive experience in a communications role.
- Bilingual in English and French.
- Strong verbal communication, written communication, editing, and proofreading skills.
- Ability to research, analyze, and organize information accurately and effectively.
- Ability to create and execute a communication plan and has an in-depth understanding of various communications mediums and visual assets.
- Ability to understand the Council's objectives and effectively apply them.
- Seen as and acts as a trusted communications advisor to peers and board of directors, with the ability to problem solve.
- Working knowledge of data analytics and InDesign is welcomed.

The position is based in Ottawa, Ontario and requires occasional travel. Competitive salary and benefits package will be based on the candidate's experience.

**To apply, please send a letter of interest and CV to [info@cpc-ccp.com](mailto:info@cpc-ccp.com) by September 26, 2022.**