



Communications Coordinator (Part-Time Contractual)

At C-CORE, we are committed to investing in people and creating a dynamic and rewarding employment experience. C-CORE is seeking a **Communications Coordinator** to work with its highly skilled team of business professionals, engineers and scientists. If you are a self-motivated team player and committed to excellence, this may be your opportunity.

C-CORE conducts R&D and provides research-based advisory services, delivering innovative engineering and technology solutions to national and international clients. Over the past 43 years, we have built a world-class team of over 70 dedicated professionals, with a reputation for excellence in Remote Sensing, Ice Engineering and Geotechnical Engineering.

COMMUNICATIONS COORDINATOR

As a Communications Coordinator you will aid in creating and implementing communications programs that effectively describe and promote C-CORE and its work. You will create and update a variety of print and electronic media including brochures, newsletters, presentation material, web sites and social media content to implement our communications strategy. You will work with our team of engineering and science professionals to develop written material to promote our research activities and you will advise and support the C-CORE executive team regarding relationship, reputation and issues management.

This position is located in our St. John's office and is a contract position (approx. 22.5 hours/week for 3 months). C-CORE is open to expressions of interest from consultants as well as those interested in direct employment.

Qualifications:

The successful candidate will have an undergraduate degree with a strong focus on communications/marketing. The skills required to be successful in this position include:

- Excellent research, writing, editing and presentation skills;
- Proficiency with multimedia and Internet-based technologies including the ability to readily adopt/adapt to new communications technologies and platforms;
- Superior interpersonal communications skills;
- Experience with event planning/management; and
- A good comprehension of STEM vocabulary and writing conventions to be able to readily translate them to lay language.

The ideal candidate will have 3-5 years of experience in a similar role.

Location:

St. John's, NL

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Apply to:

Qualified applicants should forward their résumé electronically to: careers@c-core.ca. Please quote **Communications Coordinator** in your application. For further information, please refer to C-CORE website (www.c-core.ca).

Deadline for Submission:

November 2, 2018

C-CORE thanks all those who apply; however, only those whose skills most closely match the position will be contacted.