



The **North Peace Housing Foundation (NPHF)**, a management body responsible for affordable housing for seniors and modest-income families, is seeking a suitable candidate to fill the following position:

Director of Communications & Stakeholder Relations Competition #2018-003

Reporting to the CAO, and in conjunction with the other members of the senior management team, the Director of Communications & Stakeholder Relations provides leadership to the organization's integrated communications and stakeholder engagement efforts through teamwork, consultation, strategic thinking and creativity. The Director is an integral member of the leadership team who leads strategic internal and external communications planning, implementation and evaluation. The ideal candidate has experience developing, implementing and measuring complex communications strategies, as well as leading issues management and change communications.

A trusted advisor to senior leadership, the Director recommends corporate strategies and coordinates efforts to support operational communications. The Director leads communications projects and initiatives to advance strategic priorities, portfolio initiatives and staff and community engagement, and develops and implements provincial, site-specific and project-based communications and community engagement strategies to meet organizational priorities and in support of our vision.

The function of the position is multi-faceted and includes, but is not limited to, the following responsibilities:

- Creating and conveying the organization's internal and external communications
- Developing cost-effective ways of promoting products and services
- Building a strong and reputable outlook on the organization, and sustaining that reputation to ensure customer satisfaction and a positive public image
- Writing insightful and meaningful correspondence and press releases
- Developing internal publications such as newsletters, ensuring staff are up-to-date with new information and initiatives
- Dealing with internal affairs such as developing and implementing new corporate strategies
- Managing organizational branding and reputation to ensure positive public perception
- Maintaining effective relationships with the media so the organization is positively portrayed (news releases, marketing campaigns, events, etc.)
- Creating and maintaining positive relationships by liaising between the organization, the public, member municipalities, government departments and other stakeholders
- Managing social media (content, responses, etc.)

In addition to the appropriate education, experience and outstanding written and verbal communication skills, they will have a firm commitment to living the mission and values of NPHF and have the ability to:

- Analyze situations and data, use critical thinking techniques and problem-solving skills
- Conduct impeccable research, interpret data and generate statistics
- Create and maintain a strong network of support
- Be adaptable under pressure
- By understanding what motivates people and observing how people interact, develop appropriate communication strategies
- Foster strong business bonds and relationships with staff, media, the board and all other stakeholders

NPHF offers a competitive salary and comprehensive benefits. The successful applicant must have a valid Class 5 driver's licence and Vulnerable Sector Records Check. Typical hours of work are 08:00 to 16:30 Monday to Friday; however they must be flexible due to the nature and responsibilities of the position. For more information, interested individuals can contact Human Resources at (780) 624-2055. Resumes, quoting the competition number, are to be submitted as follows:

e-mailed to employment@northpeacehousing.ca or faxed to (780) 624-2065

or mailed or delivered to 6780 103 Avenue
Peace River AB
T8S 0B6

This competition will remain open until a suitable candidate has been selected. We wish to thank all applicants for their interest; however, only those candidates we wish to interview will be contacted.