

AVALANCHE CANADA JOB POSTING

Communications Manager

Position Summary

Avalanche Canada is currently seeking a Communications Manager to work closely with the Digital Content Manager to form the organization's communications team. This team ensures Avalanche Canada's external communications align with our mission and vision and are consistently accurate, professional, relevant, responsive, and forward-thinking.

This is a full-time position based at our head office in Revelstoke, British Columbia.

About the Opportunity

We are looking for an individual who is excited to help advance public avalanche safety in Canada. Avalanche Canada is a supportive and collaborative environment, with many opportunities for innovation. The ideal candidate is detail-oriented and possesses excellent writing, communications, and media relations skills.

Principal Duties and Responsibilities

- Manage media relations
 - Serve as 'gatekeeper' for all media requests
 - Develop and deliver all news releases, including special public avalanche warnings
 - Support media spokespeople
- Manage public relations
 - Develop or oversee all public-facing communication products, primarily website but also print materials
 - Develop and deliver monthly e-newsletter (Sept – April) and annual report
- Communications support for staff
 - Provide media training and interview preparation, monitor interviews
 - Provide editorial support and advice for all public messaging (e.g., presentations, blogs, letters)

Essential Qualifications

- A degree in communications, public relations, or similar
- Significant writing experience, with a proven ability to edit and create content in a tight timeline
- A solid understanding of Avalanche Canada products and services
- Outstanding communication skills
- Proficient with MS Office and Google Workspace

Desired Qualifications and Attributes

- Professional-level avalanche safety training and experience in the winter backcountry
- Ability to speak/write in French
- Experience in public relations, communications, and/or media relations
- Public speaking and presentation skills
- Proficient in Adobe Creative Suite

About Avalanche Canada

Avalanche Canada is a non-government, not-for-profit charitable organization, responsible for public avalanche safety in Canada. We issue daily avalanche forecasts throughout the winter for much of the mountainous regions of Western Canada and Newfoundland, providing this free information via our website and our app. We also coordinate and deliver avalanche awareness and education programs, provide curriculum and support to instructors of the Avalanche Canada Training programs, act as a central point-of-contact for avalanche safety information, and work closely with many different avalanche research projects.

Compensation

The salary range for this position is \$65,000 to \$85,000 per year, depending on the candidate's skills and experience. Avalanche Canada provides extended health benefits, an RRSP program, and other perks.

How to Apply

Please submit the following with your application:

1. Resume
2. Cover letter
3. A curated portfolio of recent work. Please include 2-4 pieces that showcase your skills and communication style. Ideally, the selected works should demonstrate an ability to effectively communicate complex topics. The pieces do not need to relate to avalanche safety. Links to online works are acceptable. In the case of co-authored pieces, please provide details about your role in producing the piece.

Your cover letter and resume should clearly demonstrate your experience related to the job requirements. Please include contact details for at least two professional references.

Please send your application package to AvCan-jobs@avalanche.ca.

Application deadline

We are trying to fill this position at short notice. To be considered for the initial round of interviews, kindly submit your application by Monday, February 5. The position will remain open until it is filled.

Further Information

For more information on this position, please email AvCan-jobs@avalanche.ca.