



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

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# Job Board Posting



Careers.Indigenous.Link

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## Engagement and Communications Manager (Term)

**Job ID** 35-C6-A9-6C-30-F7

**Web Address**

<https://careers.indigenous.link/viewjob?jobname=35-C6-A9-6C-30-F7>

**Company** Atomic Energy of Canada

**Location** Chalk River, Ontario

**Date Posted** From: 2020-10-20 To: 2020-11-19

**Job** Type: Full-time Category: Creative Media and Writers

**Languages** English And French

### Description

Atomic Energy of Canada Limited (AECL) is a federal Crown corporation responsible for enabling nuclear science and technology and protecting the environment by managing the Government of Canada's decommissioning and radioactive waste responsibilities.

We deliver our mandate through a contractual arrangement with Canadian Nuclear Laboratories (CNL) for the management and operation of our sites. Details on AECL's activities and our governance model can be found on our website [www.aecl.ca](http://www.aecl.ca).

AECL is currently looking for an Engagement and Communications Manager (term position up to one (1) year) based out of our Chalk River, Ontario or Ottawa office location.

The Engagement and Communications Manager (Manager) reports to the Director of Communications and Government Reporting, and supports AECL on various aspects of communications-related activities, with a specific focus on supporting the Director of Communications on Indigenous and stakeholder engagement.

The scope of the position also includes support to AECL on all aspects of communications work, as required, including support for both internal and external communications, including preparing responses to media requests, supporting and tracking media and social media activity and presence.

Indigenous and stakeholder engagement management includes supporting AECL on planning for and coordinating engagement activities and events, building and maintaining relationships with Indigenous groups and stakeholders, identifying engagement opportunities and new ways of reaching stakeholders, coordinating with CNL on engagement activities, and supporting oversight of engagement activities.

The Manager will also support broadly the needs of the whole AECL organization around writing, editing, drafting, analyzing, coordinating and monitoring, with respect to briefing materials and government reporting materials. Responsibilities involve maintaining and growing relationships across the organization, as well as relationships with CNL, stakeholders and Indigenous groups.

Essential Responsibilities:

Manage, plan, coordinate and execute Indigenous and stakeholder engagement activities in

collaboration with others in AECL

Support, coordinate and manage any aspect of AECL's Indigenous consultations in collaboration with others in AECL

Draft, edit, update, and manage AECL's strategies, plans, procedures and tracking logs with respect to Indigenous and stakeholder engagement and consultation

Support AECL's communication activities, both internal and external, including: news releases, drafting media responses, preparations of internal communication materials and all-hands meetings, and all other communications needs

Support the monitoring of media and social media, and internal government context

Contribute to maintaining and enhancing AECL's web and social media presence

Provide support in overseeing CNL's activities related to stakeholder and Indigenous engagement

Collaborate with counterparts in CNL and in other organizations as required

Support, as required, any aspect of strategic business planning, corporate reporting and government reporting

Provide, as required, support for coordination and documentation needs of the missions

Provide writing, editing, analysis, coordination and data gathering support for any aspect of AECL's business

### **Experience**

Five to ten years of experience working with a variety of stakeholders or clients

Excellent spoken and written communication skills in both English and French

Excellent interpersonal skills to work with a broad range of internal and external stakeholders

Excellent time management skills to deliver on a range of requests often within very limited timeframes

Experience in communications, stakeholder engagement, or policy roles

Experience related to Indigenous engagement or consultation is an asset

Experience working on nuclear issues is an asset

Experience working on strategic issues across a broad range of topics or organizations is an asset

### **Education Requirements**

University Degree in Public Affairs, Communications, Business, Finance, Science, Engineering, Public Policy, Political Science, English, French or related field

### **Work Environment**

Please note the selected candidate must successfully meet Government of Canada security clearance requirements.

While we sincerely appreciate all applications, only those candidates selected for an interview will be contacted.

AECL is an equal opportunity employer, dedicated to promoting a culturally diverse workplace.

Preference may be given to members of a designated group (i.e., a woman, an Indigenous person, a person with a disability or a visible minority) to address identified under-representation, if applicable. We encourage candidates to self-identify.

This position is designated bilingual. However, in the event that none of the candidates meet the language requirements, candidates meeting all other essential qualifications could be considered.

### **How to Apply**

Click Apply Now!