



# 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

Toll Free Fax: (877) 825-7564

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# Job Board Posting



Careers.Indigenous.Link

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## Director, Corporate Communications

<b>Job ID</b>	<b>67-40-D5-23-96-FD</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=67-40-D5-23-96-FD">https://careers.indigenous.link/viewjob?jobname=67-40-D5-23-96-FD</a>	
<b>Company</b>	Nuclear Waste Management Organization (NWMO)	
<b>Location</b>	Toronto, Ontario	
<b>Date Posted</b>	From: 2019-12-23	To: 2020-06-20
<b>Job</b>	Type: Full-time	Category: Broadcasting-Media
<b>Job Start Date</b>	As soon as possible	
<b>Languages</b>	English, French An Asset	

### Description

The Nuclear Waste Management Organization (NWMO) is responsible for the safe, long-term management of used nuclear fuel in Canada. The approach it is implementing, known as Adaptive Phased Management (APM), involves developing a centralized underground repository, supported by a robust social and technical research program in collaboration with Canadian universities, consultants and international waste management organizations. Join our growing team of scientists, engineers and other professionals to work collaboratively with Canadians in implementing our management approach in a manner that safeguards people and respects the environment, now and in the future.

#### Director, Corporate Communications

We are currently seeking an experienced Director, Corporate Communications to join our energetic and fast-paced Stakeholder Relations team. Reporting to the Vice President, Stakeholder Relations, the Director, Corporate Communications is responsible for leading and developing strategic implementation of corporate communications plans to deliver two-way multi-platform communications programs to a range of audiences. The director will provide oversight and guidance to internal communication and digital media functions. The position also has responsibility for a team of communication professionals.

#### Responsibilities:

1. Develop and lead strategic implementation of corporate communication plans, with regular management of sensitive and confidential information, to strategically deliver two-way and multi-platform communication programs to a range of audiences with the objective of advancing the Adaptive Phased Management site selection process and continuously enhancing the NWMO's reputation. Set clear objectives manage outcomes and evaluate results. Provide strategic advice, lead and implement follow-up actions as warranted.
2. Provide oversight and guidance in developing internal communication and digital media functions and strategies.
3. Proactively identify emerging issues and provide strategic communications and issues advice to senior management. Develop and manage implementation of strategies and plans to address issues. Provide strategic communications advice and coaching to NWMO colleagues within Stakeholder Relations, in other departments, and on the executive team.
4. Lead cross-functional project teams to implement corporate communications initiatives. Requires ability to marshal resources and co-ordinate activities across the Stakeholder Relations team as well as with groups and individuals across the NWMO.
5. Take a lead role in managing public attitude research for the purposes of Stakeholder Relations planning and evaluation.
6. Prepare NWMO colleagues, including peers, senior leaders and executive team members, for key presentations and meetings. This could include planning, materials development, coaching, on-the-ground support and organizing training as needed.
7. As a member of the Stakeholder Relations management team, contribute to plans and strategies led by peers on the team, including but not limited to functions such as media relations, government relations, outreach with NGOs, brand management, content development and event plans.

8. When developing strategies, gather and incorporate relevant input from multiple NWMO subject matter experts such as those in Indigenous Relations, Community Well-Being, Assessment and Dialogue, Government Relations, Geoscience, Engineering, Safety, Human Resources and other disciplines as required.
9. Manage staff, ensuring that the work undertaken is executed safely and meets or exceeds safety goals and policies. Facilitate the planning and organizing of their work, giving advice, guidance and direction as necessary. Make effective recommendations on human resource issues and effectively resolve work performance problems. Provide clear expectations and performance measures, meaningful feedback and recognize and reward achievement.
10. Take a lead role in developing and implementing the NWMO's advertising strategies, working together with the content and events team for content and the strategic communications team to ensure alignment with earned media strategies.
11. Take a lead role in managing the Stakeholder Relations team budget, working with colleagues to ensure forecasts and accruals are accurate and reflect plans appropriately. Deliver corporate communications plans on time and on budget. Work with other Stakeholder Relations Directors to actively contribute to the corporate business plan.
12. Manage contract relationships with external vendors such as communications agencies.
13. Ensure employee health and safety, supporting a strong safety culture and ensuring employee activities meet or exceed the health, safety and environment requirements of the NWMO.
14. Establish short and long term business plans and strategies to meet organizational and department objectives. Develop and manage departmental budget.
15. Participate in strategic planning activities and contribute to operational and management planning and decision-making that align with strategic business plans and objectives.
16. Develop and deliver briefings and presentations about APM to key stakeholders in the site selection process, including community leaders, influencers, service groups, representatives of First Nations and Metis organizations, and others. Represent the NWMO at events such as open houses, community fairs, meetings with community groups, conferences, public meetings, sponsored activities, etc. As required, manage on-the-ground communications requirements at NWMO events.
17. Establish and maintain relationships with key stakeholders across a number of regions and functions, including (but not limited to) relevant associations and industry groups, NGOs and other public interest groups, community groups, community leaders, First Nations and Métis peoples, and other key influencers.
18. Provide communications support as needed to external partners, such as community liaison committees, municipal leaders and First Nation and Métis leaders, on matters related to communications.
19. Lead communications skills training with key stakeholders. This may include, for example, media training and presentations skills training. Depending on the circumstances, this may involve developing and delivering training directly, or hiring and managing an outside vendor to deliver it.
20. Perform other duties as required.

### **Experience**

- Over 12 years of progressive experience in relevant communications related roles.
- 6 years of experience leading teams.
- Strong communications experience related to implementing major infrastructure projects requiring significant public engagement.
- Strong communications planner, who knows not only how to develop solid plan, but also how to build buy-in and work the plan effectively.
- Excellent project management and organizational skills.
- Experience managing strategic multi-platform advertising campaigns.
- Experience managing public attitude research projects (using external vendors).
- Experience managing a communications budget and relationships with external vendors.
- Strong understanding of best practice in digital communications, including engagement via key social media platforms, web content development and analytics.
- Strong understanding of best practice in employee communications, particularly in an organization experiencing significant change.
- An effective change agent, with experience planning for, supporting and leading change communications
- Excellent writing and editing skills with outstanding attention to detail.
- A strong presenter, with experience presenting to a range of audience sizes and types.
- Ability to support community, government and media relations, as well as engagement with NGOs, ENGOs and

other interest groups.

• Experience communicating with First Nation and Métis communities and organizations.

• Strong issues management and crisis communications experience.

• Bilingualism (French/English) would be a strong asset.

• Must be eligible to work in Canada and must be able to meet security clearance requirements.

We offer competitive base salary and health care benefits package.

### **Education Requirements**

• 4-year university degree in communications, public relations or journalism or by having the equivalent level of education.

• MBA would be a strong asset.

### **Other**

The NWMO is committed to contribute to reconciliation in all its work by co-creating a shared future built on rights, equity and well-being. As an employment equity employer NWMO actively seeks Indigenous peoples, visible minorities, women, people with disabilities, and additional diverse identities for our workforce. The NWMO will provide accommodation to applicants with disabilities. If you require accommodation, please Contact Us.

### **How to Apply**

Please submit your application quoting Director, Corporate Communications in the subject line via e-mail to: [Employment@nwmo.ca](mailto:Employment@nwmo.ca) by January 11, 2020.