



The Reh-Fit Centre is a not-for-profit organization with a mission to enhance the health and well-being of its members and the community by providing innovative health and fitness services through assessment, education, and exercise in a supportive environment.

## **COMMUNICATIONS AND MARKETING OFFICER**

This full-time position is responsible for developing and implementing internal and external communication and marketing protecting corporate identity/brand; coordinating the development and content, production, and delivery of communication and marketing material; managing website and social media delivery; contributing to strategy and production of materials for fund development and sponsorship; assisting with the delivery of Centre and Foundation events; and coordinating public relations and media requests.

The ideal candidate will possess a relevant post-secondary education in journalism, communications, public relations, marketing, or a related field with the following skills and attributes:

- Three to five years' experience in communications, marketing, and media/public relations;
- Experience developing and executing internal and external communications and marketing strategies;
- Experience writing for fund development, including direct appeals and grant applications;
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook), Adobe Creative Suite, and Canva with knowledge of email marketing and website content management systems;
- Expertise in social media software and platforms – Facebook Ad Manager, Google Analytics, Hootsuite, LinkedIn, Twitter, and Instagram;
- Ability to manage multiple project time constraints and consistently meet deadlines;
- Exceptional writing skills with an ability to proof, edit, and write engaging and informative content;
- Strong eye for identifying trends and challenges with a passion to problem solve;
- Ability to develop and manage relationships with stakeholders, sponsors, donors, volunteers, media, and suppliers;
- Able and willing to participate in and contribute to a team-based work environment.
- Demonstrated ability to work independently.
- Personally committed to fitness and well-being.

The successful candidate will need to provide satisfactory proof they are fully vaccinated for COVID-19. If the candidate cannot obtain the vaccination for medical or other reasons protected under *The Human Rights Code*, the Centre will provide accommodation to the point of undue hardship.

Interested individuals are invited to submit their resumes, including salary expectations, by February 4, 2022 to:

Reh-Fit Centre  
1390 Taylor Avenue  
Winnipeg, MB R3M 3V8  
Email: [hr@reh-fit.com](mailto:hr@reh-fit.com)

*While we appreciate interest from all applicants, only those selected for an interview will be contacted.*

