



WEENEEBAYKO AREA HEALTH AUTHORITY

Human Resources Department

P.O. Box 664, Moose Factory, Ontario P0L 1W0

Tel: 705-658-4544

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www.waha.ca

EMPLOYMENT OPPORTUNITY:

Title: Corporate Communications Specialist
Division: People, Performance and Clinical Support
Site: Weeneebayko General Hospital
Reports to: Director of Corporate Communications and Strategic Partnerships
Status: Permanent Full-Time

The **Weeneebayko Area Health Authority (WAHA)** is seeking an experienced professional to fill the key role of **Corporate Communications Specialist**, to work within both the Corporate Communications and Minomathasowin departments.

The Organization:

Weeneebayko Area Health Authority (WAHA) is the leading health care provider on the western James Bay coast. WAHA comprises of hospitals in Moose Factory, Fort Albany, and Attawapiskat, with a Health Centre in Moosonee. WAHA also provides regional outpatient programs, as well as Paramedicine services in Moose Factory, Moosonee, Fort Albany, Kashechewan, Attawapiskat, and Peawanuck. The span of services, complexity of care needs in the region, and the depth of health integration has made WAHA a leader and a model of health care services in Northern Ontario. WAHA consists of 450 employees, a Physician team, many students, as well as community stakeholders. It is affiliated with Queens University and offers many educational opportunities for current and prospective team members.

Position Profile Requirements:

- Demonstrated ability to maintain workload and prioritize competition responsibilities in a fast-paced environment
- Strong critical thinking and organizational skills, and an experienced problem solver
- Strong knowledge of communications principles and practices
- Able to work within a team while supporting colleagues in their roles
- Customer service focused with an ability to bring positive change throughout the organization
- Experienced critical thinker and strong problem-solving skills
- A subject matter expert in their respective portfolio

Key Responsibilities:

- Manage social media accounts of the organization
- Work with team to develop, implement, and monitor communications platforms
- Partner with the HR team to develop an employer-value proposition and specialized marketing projects
- Implement an open communication feedback loop aimed at increasing cross-departmental communication
- as a role model and demonstrate organizational policies, ethics, and objectives
- Develop strong relationships at all levels to ensure effective execution of the Communication strategy and initiatives
- Provide support to all team members to ensure departmental tasks and initiatives are completed in a timely manner

Qualifications and Experience:

- Diploma in Communication, Business Administration, or a related field is required
- Degree in Communication, Commerce, Business Administration, a related field, or a willingness to obtain is strongly preferred
- Five years' experience in a strategic communications role
- Experience and knowledge of the Cree people of the Mushkegowuk region
- Experience of the provincial and federal health systems is considered an asset

How to Apply:

The successful candidate must provide a valid **Criminal Record Check** within a specified time frame.

Please apply in writing, providing three recent work references, quoting Competition #2020-196 **by Monday, November 23, 2020 by 4 o'clock pm** to:

Human Resources
Weeneebayko Area Health Authority
P.O. Box 664
Moose Factory, ON P0L 1W0

- Resumes can be emailed to jobs@waha.ca or faxed to 705-658-4917
- For more information contact the Manager of Human Resources by email above
- Only those selected for an interview will be contacted

Weeneebayko Area Health Authority is an inclusive employer. Accommodations are available in accordance with the Ontario Human Rights code and Accessibility of Ontarians with Disabilities Act, 2005.

Posted: November 16, 2020