



Discover The Opportunity

Acadia Divinity College seeks to fill the summer position of **Communications Officer**.

Working under the direction of Catherine Cole, Manager of Communications, The Communications Officer will:

- Assist in maintaining and updating the College's website.
- Assist in the production of content for platforms such as website, blog, promotional material, advertising, and social media channels.
- Work with current students, alumni, faculty, and staff to assist the communications team in the development of communications stories. These stories will include an invitation to study at Acadia Divinity College
- Work with the communications team on the development of the communications plan for the upcoming academic year.
- Conduct research on market trends and review analytics to propose new ideas for content and strategy.

QUALIFICATIONS:

This opportunity is funded by the Canada Summer Jobs program so applicants must meet the eligibility requirements. To be eligible, youth must:

- be between 15 and 30 years of age at the beginning of the employment period¹;
- be a Canadian citizen, permanent resident, or person on whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*² for the duration of the employment; and,
- have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

¹ The youth must be 15 years of age at the beginning of the employment period. The youth may be more than 30 years of age at the end of the employment period as long as the youth was 30 at the beginning of the employment period.

² International students are not eligible participants. International students include anyone who is temporarily in Canada for studies and who is not a Canadian citizen, permanent resident, or person who has been granted refugee status in Canada. Youth awaiting a refugee status ruling, as well as those who hold a temporary visitor visa, youth visa or work visa are ineligible. As the objective of the Canada Summer Jobs program is to support youth entering the Canadian labour market, the temporary nature of an international student's time in Canada does not allow for a long-term connection to the labour market.

The candidate must be able to work independently and have writing skills for different media platforms. Preference will be given to candidates with a knowledge of, and experience in, theological studies at Acadia Divinity College, as well as a knowledge of, and experience in, communications, marketing, and / or recruitment / procurement.

THE REWARDS: The hourly wage is **\$15.35** per hour based on a **35-hour** work week. The length of the contract will be **8 weeks**, beginning **May 30, 2022**, and ending **July 22, 2022**.

TO APPLY: Qualified candidates wishing to be considered for this position should send a letter of application and CV to:

Ms. Catherine Cole
Manager of Communications
Acadia Divinity College
15 University Avenue
Wolfville, NS B4P 2R6
catherine.cole@acadiau.ca

Consideration of applications will begin on May 16, 2022.

We thank all applicants in advance and advise that only those invited for an interview will be contacted. The College reserves the right not to fill this position.

A little bit about us

Acadia Divinity College

Acadia Divinity College is a seminary located on the campus of Acadia University in Wolfville, Nova Scotia, offering Bachelor of Theology, Master of Divinity, Master of Arts (Theology), and Doctor of Ministry degrees. Acadia Divinity College is governed by a Board of Trustees appointed by the Canadian Baptists of Atlantic Canada.

For further information about Acadia Divinity College visit acadiadiv.ca.