

JOB OPPORTUNITY

JOB TITLE: PART-TIME (0.5 FTE) COMMUNICATIONS LEAD
JOB REF NO: 39-2017
DEPT: ADMINISTRATION
SITE: LAVERENDRYE GENERAL HOSPITAL
UNION / NON: NON-UNION

QUALIFICATIONS:

- Bachelor's degree in media studies, journalism or equivalent education.
- Minimum of 5 years of practical experience in Hospital Communications Management or related disciplines.
- Excellent communication and collaboration skills with the ability to effectively manage and facilitate multiple cross-functional tasks and projects.
- Must possess strong leadership qualities and time management skills
- Demonstrate sound judgement and self-sufficiency in effective problem solving
- Must have the interest and capability to manage ambiguous situations
- Must possess confidence in his or her abilities to provide sound counsel and recommendations to affect public opinion and employee engagement.
- Strong written, presentation and oral communication skills
- Able to produce or edit all materials required with imagination and flair
- Must have a team player attitude

RESPONSIBILITIES:

- Serve as the administrative and operational marketing and public relations resource for Riverside.
- Communicate Riverside's goals and initiatives in a clear, responsible and timely manner to our internal and external audiences.
- Advance Riverside's external reputation and position as a leader in healthcare, by raising awareness of the good work we do.
- Encourage patient-centred communications. Patient-centred communications are respectful and responsive to patient needs, beliefs, values and preferences and lead to good health outcomes. By fostering such communications at Riverside, we will provide higher quality patient care and advance our reputation as a patient-centred organization.
- Promote effective dialogue between staff and management. Increasing opportunities to provide feedback on organizational and local area issues will raise staff satisfaction levels and help to build understanding, support and advocacy for Riverside leadership and transformation activities.
- Build a strong identity to support riverside's strategic direction and transformation. A value-based brand that reflects the current change in culture and new operational priorities will strengthen staff resiliency, deepen pride, and give organizational changes that require strong staff support a better chance of success.
- Establish conditions for communications excellence. To position Riverside's communications for success, the Communication Lead will nurture linkages between departments and roles, formulate and support relevant policies and guidelines, and optimize key communications channels.
- Manage communications risks effectively, while utilizing risk management techniques in carrying out duties.

Interested and qualified candidates are invited to submit their resume and Employment Application form by November 17, 2017 using one of the following options:

1. Email to: Human.Resources@rhcf.on.ca
2. Fax to: 807-274-2898 Attention: Human Resources
3. Mail or hand deliver to: Human Resources, 110 Victoria Avenue, Fort Frances, ON P9A 2B7

Resumes accepted for consideration on our advertised positions must quote the job reference number along with the job title. We wish to thank all applicants, however, only those invited for an interview will be contacted directly.