



INTERNAL/EXTERNAL POSTING

Employment Opportunity

Communication & Strategic Initiatives Officer **FULL-TIME**

Join our Southgate team! The Township of Southgate is the most southern area of the lovely Grey County and is situated north of the GTA along Highway 10. With the growth in population and service demands, the Township is seeking a new full-time **Communication and Strategic Initiatives Officer** to lead the Township in its communications and strategic initiatives that were identified through the Community Strategic Plan.

Reporting to the CAO, the Communications & Strategic Initiatives Officer delivers effective communication programs for internal and external communications with measurable outcomes, while ensuring alignment with the Township of Southgate's Community Strategic Plan. This position will work collaboratively with departments across the Township in developing strategies and campaigns and will be the lead on municipal branding and visual identity. This position will oversee the municipal website, social media and all other communications and publications, including drafting media releases, speaking notes, conference delegation materials, etc.

This role will be guided by the goals and objectives of the Community Strategic Plan and committed to the core values of Community, Equity, Diversity, Inclusion and Accessibility, Collaboration, Reliability and Integrity.

For a complete job description, including qualifications and further information please visit the employments opportunities section of our website (**www.southgate.ca**).

Closing Date: Tuesday, April 2, 2024 at 2:00pm local time
Salary range: \$83,083.00- \$92,310.40 annually (35 hours/week)

Submit resume to: Township of Southgate
Attn: Kayla Best
Re: Communication & Strategic Initiatives
185667 Grey Road #9
Dundalk, ON N0C 1B0
E-mail: employment@southgate.ca

The Township of Southgate is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance. This document can be made available in other accessible formats as soon as practicable and upon request.



We thank all applicants for their interest; however, only those selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act, 2001 and will be used for the purpose of candidate selection only.