



JOB POSTING

COMMUNICATIONS OFFICER

Kahnawake

The First Nations Human Resources Development Commission of Quebec (FNHRDCQ) plays a major role in the professional and personal success of the Indigenous workforce in Quebec. We are the experts in First Nations employability, and we work with 27 community members and four Urban Service Centres in Montréal, Québec, Val-d'Or and Sept-Îles.

- You want to make a difference in our digital and traditional relationships by maintaining, strengthening and expanding connections with all of our partners across our platforms?
- You're autonomous, resourceful, organized and innovative, as well as being able to work in a team environment, under pressure and in a positive mood?
- You're fluent in French and English and your artistic sense allows you to excel in the creation of texts adapted to the needs of different communication platforms?
- You have a good knowledge of the Microsoft Office Suite (Word, PowerPoint, Excel, Outlook) and the Adobe Suite tools in illustration, motion graphics, video editing and web graphics?
- You have a good knowledge of technologies related to website management (CMS, WordPress, SharePoint, Wix, SEO, SEM)?
- You may not have a lot of experience, but you have a college or university degree in communications or in a related field?

If so, you may be the Communications Officer the FNHRDCQ is looking for! Do not miss this opportunity and send your résumé before **March 12, 2023**, at: rh@cdrhpnq.qc.ca.

Salary: According to salary scale, starting at \$50,940, based on experience
35-hour week, competitive benefits

Mandate Duration: One year (with possibility of extension)

Workplace: Kahnawake (possibility of teleworking)

With equal qualifications, priority will be given to First Nations. For more information, please contact the Human Resources Department at rh@cdrhpnq.qc.ca.