

SUBCHAPTER COMMUNUCATIONS COORDINATOR

Children's Wish Foundation of Canada is the largest and only all-Canadian wish granting charity dedicated to granting wishes to Canadian children between the ages of 3 and 17 who are diagnosed with a life-threatening illness. For more than 30 years, Children's Wish and our volunteers have worked tirelessly to grant over 25,000 children and their families a heartfelt wish – each is as unique as the child making it.

Does the role of Subchapter Communications Coordinator match your experience, skills and interests?

The role of Subchapter Communications Coordinator will act as a representative of Children's Wish Foundation and support the local subchapter by:

- Maintaining local media relations (TV, radio, newspaper and web) for the promotion of Children's Wish Foundation initiatives locally, and share national communications when appropriate
- Support Ontario Chapter Social Media content for local events
- Assist in the development of local promotional materials to be consistent with Children's Wish Foundation branding guidelines.
- Act as a representative of Children's Wish Foundation of Canada in your local community to help build positive local relationships.

Skills and Experience:

- Background or experience in media relations and or marketing, in a professional or volunteer capacity
- Strong community connections with in the media industry
- Strong knowledge of social media as a promotional tool
- Excellent communication skills, both verbal and written.

Time Commitment:

- 2-4 hours a week working in collaboration with subchapter volunteers and your staff partner (including some daytime availability for communication)
- Evening and weekend availability for local meetings and events as required
- A minimum one year commitment to the role

As Subchapter Communications Coordinator you will gain the opportunity to work in a team environment and impact the power of a wish, all while gaining hands on role-specific training; building new connections; and developing or expanding professional skill while working with the support of Children's Wish Foundation.