

Research Assistant – Marketing and Communications Summer Student National Aboriginal Capital Corporations Association (NACCA)

NACCA is seeking a qualified, highly motivated individual to fill the role of Marketing and Communications Summer Student

Overview

NACCA is the association of 59 Aboriginal Financial Institutions (AFIs) that provide financial and business support services to Indigenous entrepreneurs across Canada. AFIs provide over \$100 million in loans annually to more than 1,250 Indigenous business clients and manage a consolidated loan portfolio of more than \$320 million.

NACCA delivers a range of programs and services to AFIs across Canada. It also supports its members by developing new financial products and services, sharing best practices, and advocating on behalf of its AFI members.

The Position

Key Responsibilities

- Social media planning and monitoring
- Website updates and redesign
- Scan and file archived marketing material
- Create and update marketing material
- Newsletter design and distribution
- Creation of fillable forms
- Graphic design

Qualifications and Requirements

- Pursuing University degree in Marketing and Communications or other related field.

Persons of Indigenous ancestry will be given preference (s. 16(1) CHRA)

This is a full-time summer student position located in Ottawa.

Please send resume and cover letter to Kristen Morris at kmorris@nacca.ca

NACCA is committed to an inclusive and barrier-free work environment. Workplace accommodations are available. Thank you to all applicants; however, only persons whose applications have been selected will be contacted.