



NACCA

NATIONAL ABORIGINAL CAPITAL CORPORATIONS ASSOCIATION

## **Senior Communications Specialist**

### **National Aboriginal Capital Corporations Association (NACCA)**

***NACCA is seeking a qualified, highly motivated individual to fill the role of Senior Communications Specialist.***

#### **About NACCA**

NACCA is the association of over 50 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**

Reporting to the Chief Executive Officer, the Senior Communications Specialist will be responsible for analyzing, developing, and implementing communications and marketing strategies that support NACCA's strategic organizational goals.

#### **Key Responsibilities**

- Direct, evaluate and implement communication strategies and information programs, publicize activities and events, and maintain media relations on behalf of the organization, governments and other organizations;
- Correspond with employees and external stakeholders to keep them informed of organizational developments;
- Prepare and oversee preparation of reports, briefs, speeches, presentations, Web sites and press releases;
- Contributes ideas for new programs, researching and recommending innovative branding techniques including developing campaigns to support various NACCA initiatives (i.e., role model campaigns for Women and Youth);
- Creation and execution of social media strategy;
- Support for NACCA's advocacy work;
- Act as spokesperson for the organization and answer written and oral inquiries;
- And, other duties as required.



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### **Qualifications and Requirements**

- Post-secondary education in marketing, communications, public relations, or equivalent work experience commensurate with the responsibilities of the position
- Minimum of 7 years in a communications role
- Excellent English language skills, including verbal and written
- French language skills a strong asset
- Excellent organizational, interpersonal and time management skills
- Excellent cross-cultural skills
- Travel may be required, almost exclusively within Canada

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

**This is a full-time position located in Ottawa.**

### **Salary & Benefits**

An attractive compensation package with excellent benefits including a defined benefits pension plan

*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.*

**Please send resume and cover letter to [kmorris@nacca.ca](mailto:kmorris@nacca.ca)**