



## Communications Advisor

### Overview

The Council of Academic Hospitals of Ontario (CAHO) is looking for a creative and dynamic Communications Advisor to join our fast-past organization. Reporting to the Director, Public Affairs, the Communications Advisor will be responsible for planning, developing and implementing high quality, strategic communications to support CAHO's goals and priorities. As an integral part of CAHO, the Advisor will lead corporate and digital communication activities. The audiences for these communications include CAHO members, government and the public. This is a full-time, permanent position.

The Council of Academic Hospitals of Ontario is a non-profit association that represents Ontario's 23 academic research hospitals. Collectively, CAHO hospitals deliver specialized care to Ontario's sickest and most complex patients, train the next generation of front line health care professionals, and are the research and development arm of Ontario's health care system. CAHO hospitals play a unique and vital role in the province's health care system and contribute to a healthier, wealthier and smarter Ontario.

### Responsibilities include:

#### Corporate communications

- Develop and deliver core communication materials such as key messages, briefing notes, reports and presentations
- Research, write, and edit engaging and compelling articles/blogs that advance CAHO's story telling
- Oversee and support communication campaigns
- Manage CAHO websites, newsletter and social media channels, including creating/sourcing, editing, maintaining and publishing digital content
- Develop, manage and execute digital and social media plans for programs
- Support the Director in development, writing and editing of a variety of communications products to support advocacy and government relations initiatives
- Provide ongoing media monitoring of health and governmental news
- Build strong relationships with member hospital communications' teams and liaise to gather relevant content to inform and drive communications activities

### Qualifications

- Minimum 5 years in a corporate communications environment
- Degree or diploma in communications, journalism or other related discipline
- Outstanding written communication skills; ability to research, interview and create a variety of different communications vehicles including articles and reports
- Demonstrated ability to manage all aspects of communications production (working with designers, photographers, printers, etc.) from concept to final product. Knowledge of layout and design
- Knowledge of current health care and health research issues and the ability to translate technical data into everyday language
- In-depth knowledge, understanding and expertise of social media platforms
- Experience with website management, blogging and WordPress
- Ability to effectively manage projects and meet deadlines

This is a full time, permanent position. Interested candidates should submit their résumé and cover letter, stating salary expectations, to [jobs@brownconsulting.ca](mailto:jobs@brownconsulting.ca) Please specify CAHO Communications Advisor in the subject line.



No phone calls or agency solicitation please. We thank all candidates who apply, however, only those chosen for an interview will be contacted.