



JOB POSTING #2022-044
Internal / External
Government of Canada Job Bank
Posting Date: June 17, 2022
Salary: \$15/hour

Opportunity: Canada Summer Jobs Government Program

Hours: Availability required Monday-Friday 8:30-4:30 for 30-40 hours per week until August 31, 2022.

Deadline Date: June 24, 2022

WHC is committed to the development of a staff team that reflects the diversity of the communities we serve. We strongly encourage persons who reflect the diversity of our clients to apply. We welcome and encourage applications from all women*, racialized and Indigenous people, people with disabilities, and members of the 2SLGBTQ* community. We invite applicants who can contribute to the mission, vision and values of WHC, and the achievement of its strategic plan through collaboration and teamwork.

Our Vision, Mission & Values:

Women's Health Clinic (WHC) provides accessible, woman-centred services, creates strategic partnerships and advocates for system change.

We work toward the vision of having equitable health and wellness services within and beyond WHC, delivered through a feminist lens.

All our work is guided by our values – choice, inclusion, social justice, innovation and integrity.

Our Requirements:

Canada Summer Job eligibility criteria – all youth aged 15 to 30 years are welcome to apply.

The ideal candidate is a self-motivated, organized and detail-oriented individual. The successful candidate will possess excellent analytical, verbal and written communication skills and be able to work to strict deadlines while contributing to a professional working environment. Post-secondary education is not required. This position is subject to a satisfactory Criminal Record Check and Child Abuse Registry check.

Position available:

Communications Designer

- Make updates to various websites using WordPress
- Assist with website redesign
- Create graphic design products for a variety of communications products, including but not limited to: social media, website, brochures, posters and other printed or digital items
- Assist the Communications Specialist with creating branding documents and cohesive brand guidelines for the agency
- Assist with the creation of a content calendar, encompassing the year of the Women's Health Clinic communications products for various WHC programs
- Work with the Communications Specialist to create a workplan

Assets:

- Proficiency in both official languages or other language is an asset
- Knowledge of barriers that impact BIPOC & 2SLGBTQIA communities accessing health care
- Previous experience using Wordpress, Adobe, and/or social media scheduling software
- Previous experience relevant to the position

HOW TO APPLY:

Reference: "JOB POSTING #2022- 044" in ALL correspondence

Email cover letter and cv to: WHChr@womenshealthclinic.org

We thank all applicants for their interest. Only those candidates who are selected for an interview will be contacted.

**We use an inclusive definition of "women" and welcome Two-Spirit, genderqueer, trans and non-binary people to Women's Health Clinic. For more information on our programs and who we serve, visit www.womenshealthclinic.org/howeserve.*