



100 John West Way
Aurora, Ontario
L4G 6J1
(905) 727-3123
aurora.ca

Town of Aurora

Employment Opportunities

Corporate Services

Division of Human Resources

Manager, Corporate Communications

Contract, Full-Time (approx. 12 months)

\$123,961.37 annually

Reporting to the Chief Administrative Officer, the Manager of Corporate Communications is responsible for providing direction, management, and administration of the Corporate Communications division including; addressing the communication requirements of Council, Directors, Committees, Residents, and stakeholders of the Town of Aurora. This role will also develop communication strategies to promote and protect the image of the Town; providing advice and making formal recommendations to the Mayor and Members of Council, CAO and Directors on media relations. The incumbent will also formulate proactive communication strategies, media relations, corporate identity, corporate image, issues management, advertising and marketing, and prepare annual budgets and business plans. As a communications champion in the organization, this position will also be responsible for developing performance metrics for Council and Senior Management reporting on communications data. This role will manage, coach and mentor a team of communication professionals to ensure the best communications outcomes for the Town.

To be considered for this position, you will possess a university degree in Public Relations/Communications/Journalism and/or Marketing and have a minimum of 6-8 years of progressive communications management experience, preferably within the public sector. Professional designations are considered an asset. You are a strategic, progressive leader that has demonstrated ability to provide leadership, influence others, work constructively with elected officials and Town staff, and foster positive working relationships with people of varying backgrounds and viewpoints. The successful candidate will have demonstrated expertise in developing and delivering digital content and social media marketing.

Successful applicants to this position will be required to provide a **Police Criminal Record Check** that is satisfactory to the Town prior to their start date at the applicants own cost. Additionally, all Town of Aurora employees are required to disclose their vaccination status and be fully vaccinated as a condition of hire in accordance with the Town's Mandatory COVID-19 Vaccination Policy.

If you are interested in joining our dedicated team of municipal professionals, please forward your resume to: Human Resources, Town of Aurora, 100 John West Way, Box 1000, Aurora, Ontario, L4G 6J1 or email to: hr@aurora.ca by **May 16, 2022** quoting the job title and reference number **22-49**.

The Town of Aurora is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you are contacted for a job opportunity, please advise the Human Resources Division of any accommodations needed to ensure you have access to a fair and equitable process. Any information received relating to accommodation will be addressed confidentially. We thank all applicants and advise that only those selected for an interview will be contacted.

Applicant information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment with the Town of Aurora. Questions about this collection of personal information should be directed to the Human Resources Division at 905-727-3123.

Posting date: April 28, 2022