



COMMUNICATIONS SPECIALIST

Halifax, Nova Scotia (Remote or Hybrid)
Employment Term: Full Time
Minimum Experience: Experienced

WHAT WE OFFER

At League Data, we pride ourselves on being an engaged, innovative, team-oriented company that drives results through collaboration and leadership at every level. We offer a flexible work environment that includes both remote and hybrid work options. Our team enjoys modern amenities such as an onsite gym and parking when working from the office, along with professional development opportunities, fun team get-togethers throughout the year, and a competitive salary and benefits.

As part of the Canadian credit union system, League Data is at the forefront of community-based financial services that give back to our members and communities. Working at League Data is more than just working on digital banking technology – it's an opportunity to serve your community through unique challenges that will help you grow and make a positive financial difference in the lives of our members.

WHAT WE DO

League Data is the Chief Information Officer (CIO) for the Atlantic Credit Union System, providing enterprise information technology services and support to credit unions across Nova Scotia, New Brunswick, Newfoundland and Labrador, and Prince Edward Island. Our focus is to provide fully integrated technology solutions that deliver an exceptional credit union member experience while optimizing administration and operational costs.

WHAT THE ROLE LOOKS LIKE

Reporting to the Communications Lead, the Communications Specialist is responsible for maintaining and enhancing the internal and external communication process and deliverables of League Data to improve employer, consumer, partner, and media communications. Additionally, the Communications Specialist plans, develops, manages, and implements strategies for email communications, PR and media relations, industry events, live and recorded digital broadcasts through live streaming/video conferencing platforms, social media, content blogs, and other multimedia content based on audience types and engagement styles.

WHAT WE NEED

- **Communication Strategy** - collaboratively develop and execute comprehensive communication strategies to enhance internal and external communication.
- **Internal/External Communications** - Manage communication processes to ensure consistent messaging across all platforms.
- **Content Development and Updates** - Create and update engaging content for various channels including email, social media, blogs, and websites.

THE SKILLS THAT WILL HELP YOU ROCK IN THE ROLE

- Collaboration and Teamwork
- Organization and Time Management
- Communication Plan Development
- Media Relations and Media Release
- Email Campaign Management
- Writing and Editing

QUALIFICATIONS

- Post-secondary education in Public Relations, Communications, or Marketing
- 5+ years of experience in a communications role
- Experience working with the complete Microsoft Office Suite, Adobe Creative Cloud, Google Suite
- Extensive knowledge of social media sites, website content management, graphic design, and virtual conferencing platforms such as Zoom, Microsoft Teams, etc.
- Experience using Adobe CC, Apple, Google G-Suite, Zoom, Wrike, WordPress, Vimeo, YouTube, LinkedIn, etc.

INCLUSION & BELONGING

League Data is committed to providing a healthy, safe, and supportive work environment that values diversity, is free from discrimination, and enables all employees to effectively use their strengths, skills, and experience to contribute to our performance, service delivery, and culture.

League Data practices equitable hiring while creating a diverse and inclusive culture that empowers each employee to contribute, be authentically themselves, and celebrate our differences. Inclusion is embedded in our core values.

Closing May 31, 2024 EOD