

A CAREER BALANCING

WORK LIFE



MANAGER, CORPORATE TRAVEL

Under the direction of the Director, Media Relations or the Director, Communications, the Manager, Corporate Communications is responsible for providing support to WorkSafeBC departments and the Senior Executive Committee. The Manager will ensure that WorkSafeBC's internal communication goals are achieved by developing and implementing diverse strategies for various internal audiences; policy is accurately reflected; deadlines are met; and a high level of editorial quality is maintained. WorkSafeBC initiatives and activities are broad and diverse and the Manager will be responsible for keeping internal staff members well informed.

As a qualified candidate, you're able to:

- The ability to provide advice and direction on the development and implementation of plans regarding internal communication on a departmental, divisional and corporate nature
- The expertise, using a variety of media, to develop and distribute internal communications messages
- The ability to provide advice, guidance and direction to assigned staff and others on policies, business plans and operational matters relating to internal communications
- Expertise in issues management and an understanding of media and community relations
- Knowledge and an understanding of stakeholder relations
- The ability to maintain current contact with clients and project leaders to ensure priorities are addressed

You possess the following experience and educational background:

- A degree or diploma in Communications, Journalism, or Publishing
- A minimum of 6 to 8 years related experience in communications management, journalism, technical writing and/or public relations

- Two to 5 years management and/or leadership experience is required as well as direct experience leading staff in a high-volume/high-pressure communications and/or public relations environment
- An equivalent combination of education and experience

Balance and wellness

As a leader in promoting healthy and safe workplaces, WorkSafeBC believes the health and wellness of our employees depends on a solid work-life balance. As a member of our staff, you'll have access to services that can help you get the most out of work... and life.

- **Health and fitness:** We offer many ways for you to keep healthy and fit. Our Richmond office includes a fitness program offering equipment and classes, and staff outside Richmond is reimbursed the cost of gym memberships.
- **Self-funded leave:** Contribute 20 percent of your salary annually for four years, then take the fifth year off and use your accumulated funds.
- **Care and nurturing:** Take an unpaid leave of absence for the care and nurturing of your children.

More information on this position and information on how to apply is available at www.worksafebc.com/careers.

OPPORTUNITIES AT [worksafebc.com](http://www.worksafebc.com)

WORK SAFE BC

WORKING TO MAKE A DIFFERENCE