

## Communications Specialist Job Posting

### Enhancing the Prevention of Injury & Disability (EPID)@Work Research Institute

**Department:** EPID@Work Research Institute

**Number of Positions:** 1

**Term:** 18 Month Contract

**Start Date:** June 2024

Lakehead University, Thunder Bay Campus, invites applications for a Communications Specialist with the EPID@Work Research Institute. This position is a limited term position for 18-months.

The EPID@Work Research Institute is seeking a qualified candidate for the role of Communications Specialist to be responsible for developing, executing, and maintaining internal and external knowledge mobilization communications. These communications will be from a stakeholder, research, and brand perspective, and will be in alignment with the EPID@Work strategic goals and knowledge mobilization best practices.

The Communications Specialist will use persuasive writing and research skills to develop knowledge content and products for a wide variety of communication platforms including print, social/digital media, websites, events, conferences, and reports. The Communications Specialist will possess a strategic and creative mindset, paired with exceptional written and oral communications skills and meticulous attention to detail. Ability to work and handle all knowledge management and partnership duties in a confidential and diplomatic manner is essential. Experience with social media management and graphic design software (e.g. Adobe Illustrator, Canva, etc.) is considered an asset.

The candidate will have post-secondary education, preferably in communications, journalism, or public relations, or equivalent combined with a minimum of two years' experience in communications. They will have experience writing and creating for all media platforms.

Interested applicants are invited to submit a single PDF document containing a cover letter, resume, and the contact information of three professional references to:

**Kelsey Raynard**

Knowledge Mobilization Specialist, EPID@Work Research Institute

Email: karaynar@lakeheadu.ca

A completed Confirmation of Eligibility to Work in Canada form must accompany your package. Review of applications will continue until the position is filled.

Established in 2018, the mandate of EPID@Work is to bring people together to reduce work-related injury and disability through collaborative applied research and provision of education to enhance knowledge related to injury and disability. The Institute recently became a partner with the Ministry of Labour, Immigration, Training, and Skills Development and holds a seat at the Ministry's Prevention Research Partner's Table. Information generated from our research informs practice and policies aiming to improve health and social outcomes in Northwestern Ontario and beyond.

More information on the EPID@Work Research Institute is available at

<https://www.lakeheadu.ca/centre/epid>.

Lakehead University is a comprehensive, research-intensive university, founded in 1956, with a reputation for innovative programs and cutting-edge research. With 11 Canada Research Chairs, 338 full-time faculty members, 13 research centers, 38 graduate programs (over 1300 graduate students), and external research funding that has increased 62.5% in the last 15 years, Lakehead's sustained

development in research is clear. As a result, for five years in a row (2015 to 2019) Lakehead University was named Research University of the Year in Canada by Re\$earch Infosource in our peer group category. Re\$earch Infosource also ranked Lakehead first among undergraduate universities in Canada for our total amount of funding from non-profit partners for the period from 2013 to 2017.

The health and wellbeing of our employees is of the utmost importance to us. Lakehead University encourages and supports our employees in prioritizing their own wellbeing. To support our employees in balancing their working and personal lives, whether working traditional hours in the workplace or remotely, we have implemented a Disconnecting from Work Policy to encourage employees to disconnect from work outside of their working hours.

**Lakehead University is committed to creating a diverse and inclusive environment and welcomes applications from all qualified individuals including women, members of racialized groups/visible minorities, Indigenous persons and persons with disabilities, and persons of any sexual orientation, gender identity or gender expression. Lakehead University is committed to an environment of open access to employment opportunities. Accommodations are available for all applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact Human Resources at (807) 343-8334. We appreciate your interest; however, only those selected for an interview will be notified.**