Igaluit, NU

This position is located in Iqaluit, Nunavut

Assistant Director of Communications

Under the direction of the Director of Communications, you will prepare and implement internal communications plans, procedures and systems to ensure effective communication within and between Nunavut Tunngavik Inc. departments, offices and organizational levels. You will also prepare and implement external communications plans, programs and materials to inform and educate the Inuit of Nunavut, government, outside agencies and the public at large on the content and meaning of the Nunavut Land Claims Agreement (NLCA), and on the accomplishments, activities and programs of Nunavut Tunngavik Inc.

Qualifications include knowledge of production of the production requirements in a variety of media, experience in managing communications functions within a diverse organization. Effective oral and written communications skills and proven skills in motivating and managing staff and contractors as well as proven ability to deal with simultaneously multiple files. Thorough knowledge of the Nunavut Land Claims Agreement, Nunavut

Tunngavik Inc.'s mission, programs and activities. You must possess excellent computer skills and strong presentation and writing skills.

Oral and written fluency in English and Inuktitut or Inuinnagtun is required.

Equivalencies or combination of education, training and experience will be considered.

CLOSING DATE: OCTOBER 9, 2009

For a full description of this position, please contact:

Manager, Human Resources Nunavut Tunngavik Inc. P.O. Box 280 Rankin Inlet, NU XOC 0G0

Tel: (867) 645-5411 Fax: (867) 645-3872 Email: dautut@tunngavik.com



OPPORTUNITY

www.tunngavik.com

DOCKET NO.: A-05263e_77 SIZE: 3 (30p6) x 70ag		144		
CONTACT: 1 800-263-1452 X 131	or fax to 1-800-417-2474	4)/4)/4		
In Iqaluit (867) 979-1484 or fax to	(867) 979-7841	AYAYA		
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