



🌟 Join Our Team! We're Hiring a Communications Lead at Surrey Food Bank! 🌟

Are you a creative storyteller with a passion for community impact? Do you thrive in dynamic environments where you can elevate brand awareness and engage with diverse audiences through multi-channel communication strategies? If so, we want YOU to be our next **Communications Lead** at the Surrey Food Bank and help us elevate our voice, share our mission, and engage with the community in meaningful ways.

📍 **Location:** In-Person, Surrey, BC

🕒 **Position:** Full-time

📅 **Apply by:** Oct 24, 2024

About Us:

The Surrey Food Bank is a community-leading social purpose organization with a mandate to foster a nourished and thriving community free from food insecurity. We provide essential food access to individuals and families with need through no-cost grocery shopping options and community connections. With an annual budget of \$4 million and a dedicated, diverse team of 20 employees, we strive to deliver impactful programs to vulnerable Surrey households - all fueled by the support of donors, volunteers, and partners.

🌟 What You'll Do:

- **Strategic Communications:** Develop and execute multi-channel communications and marketing strategies that engage our community and amplify our mission.
- **Creative Content Development:** Write and design compelling collateral for print, digital, blogs, and newsletters that resonate with our audience.
- **Social Media:** Oversee social media platforms, moderate user-generated content, and respond to inquiries. Capture and curate content from events to maintain an active and engaging social media presence.
- **Digital Presence:** Execute a digital communication plan that enhances our online presence, is measured and connects with our supporters.
- **Community Engagement:** Work closely with the Events Lead to coordinate our signature events, like Breakfast with the Bank, and engage with our community at various functions.

- **Media Relations:** Manage media contacts and prepare communications for the Executive Director, ensuring we effectively navigate any issues or crises.

Who You Are:

- Possess an accredited diploma or degree in Communications, Marketing, or a related field.
- Marketing professional with **3+ years** of experience in digital and social media communications.
- Graphic design experience a strong asset and preferred!
- Proficient in **Microsoft Office** and design tools (like Adobe Creative Suite, HTML, CSS).
- A strong writer with excellent organizational skills, able to juggle multiple projects with ease.
- Demonstrated experience in writing and designing content for digital and print platforms.
- Experienced in social media management and familiar with SEO best practices.
- A team player who thrives on collaboration and can engage with diverse groups, from donors to volunteers.
- Bilingual skills are a bonus!
- The ability to work well under pressure, manage multiple priorities, and meet deadlines.

What We Offer:

- A vibrant work environment where your contributions make a real difference.
- Opportunities for personal and professional growth through training and development.
- The chance to be part of a mission-driven team dedicated to creating positive change in the community.
- Living wage offered as permanent full-time salary of \$58-61,000 per year for the right candidate.
- Employer-paid Health & Dental benefits; 3 weeks paid vacation; RSP match.

Ready to Make an Impact?

If you're excited about using your skills to help our community thrive, we'd love to hear from you! Please send your resume, a brief cover letter and a small sample of your writing and design portfolio to hr@surreyfoodbank.org with "Communications Lead" in the subject line.

Surrey Food Bank is an equal-opportunity employer committed to fostering an inclusive and diverse workplace. We encourage applications from all qualified individuals, and accommodations can be provided as necessary during the hiring process.

Application Deadline: Rolling applications. The position is open until filled, with a planned start date of November 1, 2024 or earlier and initial review of applications beginning the week of Oct 14.

Let's tell Surrey Food Bank's story together and make a lasting impact! 