Competition # 76776
Office of the Representative for Children and Youth
Communications Officer
Band 2
Permanent full-time
Location: Victoria, B.C.
Salary: Band 2, $65,600.24 –$92,700.24. The starting salary for this position is $74,900.00
subject to the considerations of the MCCF Compensation Rules and RCY's salary
administration policy.

The Representative for Children and Youth (RCY), an independent officer of the B.C. Legislature, works to influence positive change to B.C.'s child-, youth- and young adult-serving system. The Representative's Office provides advocacy support to people dealing with the child and youth service system and advocates directly on behalf of children, youth and young adults, monitors and reviews government services to children and youth and reviews and investigates selected deaths and critical injuries of children and youth who are receiving services.

The Communications Officer provides specialist communications services in the areas of video and multimedia production, graphic design, photography and social media/website content development and management, as well as general communications services, including report development, production and release, writing projects of various kinds, issues management and stakeholder relations.

Please note:
- This position is excluded from union membership
- An eligibility list may be established for similar permanent or temporary positions within the same geographic location
- Please note that this position is eligible for full-time remote work although there will be some on-site office-based requirements
- Preference may be given to Indigenous applicants. To assist us with screening, please ensure your application clearly indicates that you self-identify as an Indigenous person
- Some travel may be required for this position. Due to the current extraordinary circumstances related to COVID-19, travel is limited or suspended subject to the requirements and guidance of the Provincial Health Officer.
- The successful applicant requires a police record check and is subject to a criminal record review.

TO APPLY:

1. Review the **job profile**
2. Submit a cover letter and resume detailing your relevant work experience and how you meet the stated qualifications

3. Include the position title and competition number on the cover letter and in the email subject line
4. Applications must be submitted by email to **jobs@rcybc.ca**.

Only those applicants who pass the initial screening based on the **education and experience qualifications specified in the job profile** will be considered for the next step in the selection process. Your resume and cover letter must therefore clearly specify how your education and experience meet the required job qualifications. Please be as clear and specific as possible. Ensure your resume includes the month and year(s) for each job in your employment history as well as the job-related responsibilities. **If you do not clearly identify how you meet the education and experience requirements for the position, your application will not be considered.** Please note that the content and/or format of your cover letter and resume may be evaluated as part of the assessment process.

Only those applications submitted to the Office of the Representative for Children and Youth directly by email will be considered. **DO NOT apply for this position by submitting your profile on the B.C. Government Hiring Centre website.**

Please note that incomplete applications or late applications will not be evaluated or acknowledged.

Your application must be received by 11:00 p.m., PDT on May 11, 2021.

By submitting your application, you certify that all information submitted is true, complete and correct. Any information provided in your application, any assessment documents or processes and/or an interview that is found to be false or misrepresented in any respect, may eliminate you from further consideration for employment or may result in dismissal.

Contact:
Erin Hinton, A/HR Coordinator
Erin.Hinton@rcybc.ca