



School District No. 35 (Langley)

Manager of Communications

The Langley School District is an innovative, inspiring and unified Learning Community and the sixth largest School District in BC. Our mission is to inspire all learners to reach their full potential and create a positive legacy for the future. Our success is based on community involvement, a cooperative work environment, an innovative mindset and quality principles all of which are directed to improving the life chances of our students. We are looking for a candidate that shares our values of Integrity, Excellence, Courage and Community. If you share our passion, you are invited to submit your application for the position of Manager of Communications.

Reporting to the Superintendent of Schools, the Manager of Communications is responsible for advising senior staff and the Board of Education about internal and external communication strategies for the District. Responsibilities include creating and implementing communication plans including letters and press releases; advertising and marketing for initiatives, projects, programs, and events. The successful candidate will be responsible for content management, design, and overall supervision of the District website including advising schools regarding their website. The Manager of Communications plays a key role in crisis communication and media relations and acts as a spokesperson on behalf of the District as needed. The successful candidate can react quickly, work well with others, swiftly assess situations and determine how best to communicate given the specific circumstances.

The ideal candidate will possess a degree in communications, public relations or a related field or an equivalent combination of education and experience. You have a minimum of five years of successful experience in public education or a complex public sector unionized environment and you have an excellent understanding of current issues in public education. You are highly skilled in media relations and you are proficient with technology including web communications and internet technology. You have considerable knowledge of and experience with preparing and disseminating material for public information, promotion and relations purposes. You have the ability to deal with sensitive issues and you have experience with crisis communications management. You possess initiative and exercise good judgement, and you have excellent analytical and problem solving abilities. You work effectively in a team environment and you can balance several tasks while completing a variety of diverse projects in a timely manner. You have a valid driver license and the ability to travel between school sites.

We offer a competitive base salary supplemented by a generous benefits package. To explore this exciting career opportunity please submit a letter of application and a detailed resume by January 4, 2019 (applications will be considered until the position is filled) to:

Ms. Sherry Squires
Senior Manager – Human Resources
School District No. 35 (Langley)

Email: recruitment@sd35.bc.ca

Please note that applications are accepted via email only.
Successful applicants will be subject to a criminal record check.

The District appreciates the interest of all applicants, however, only those selected for an interview will be contacted.