



COLLEGE OF REGISTERED
DENTAL HYGIENISTS
OF ALBERTA

The Organization

The College of Registered Dental Hygienists of Alberta (CRDHA) is the professional regulatory body for Alberta's over 3500 Registered Dental Hygienists. Created under the Health Professions Act (HPA), our mandate is to ensure Alberta dental hygienists have the knowledge, skills, attitude, and judgment to provide safe, effective, ethical, and competent oral healthcare to Albertans.

A regulatory college's job is to protect the public from unsafe practice and hold members of the profession accountable for the care they provide. Colleges ensure that Albertans are provided with safe, high quality care by professionals who adhere to the highest standards and ethical conduct.

The Opportunity – 12 month Full-time Contract role (November 2022 to November 2023)

Please note there may be an opportunity to work part time for the CRDHA at the end of the 12 month contract.

As the **Communication Advisor**, reporting to the Chief Executive Officer you will primarily be responsible for developing effective organizational communication strategies and executing campaigns. The role requires regular content development for a variety of communications channels, including the College's website, social media accounts, e-newsletters, and educational platforms. Strategic thinking and project management skills would be an asset. Specific duties include writing, e-newsletters, website content, annual reports, and other communications and marketing material and assisting in the development of educational videos that support the College's initiatives. You will also develop and utilize digital communication tools including the use of social media and the CRDHA website.

Location

The position is located in Edmonton.

The Ideal Candidate

Do you love creating great communication materials and approaches? Do you relish the use of digital communications as a means to better interface with stakeholders? Are you social media savvy and is research and data analytics part of your approach to building more effective communication strategies? Do you achieve goals through collaborative relationships, and do you have a 'can do' attitude?

As the ideal candidate you will have a related degree combined with a minimum of two years of progressively responsible communication experience in participating in the creation and execution of communication plans and initiatives from start to finish. Your background will

demonstrate exceptional writing skills, and proven social media and website expertise. In addition, you are highly proficient in MS office, and a variety of software which may include Adobe Photoshop, InDesign, Illustrator, and audiovisual tools. You also have strong analytical, planning, organizational, problem solving and time management skills. Some exposure to a regulatory environment would be considered an asset.

If you are an energetic individual and relish the opportunity to work in a collaborative environment in a dynamic organization, we would like to hear from you.

How to Apply

To apply for this exciting opportunity please apply by email and include a cover letter and resume, and your salary expectations in confidence to:

Tammy Oberik

Human Resource Consultant

CRDHA

tammy.oberik@crdha.ca

Closing Date: October 3, 2022

Thank you for your interest in CRDHA. Only those candidates selected for interviews will be contacted. No phone calls please.

CRDHA offers a highly competitive compensation package including benefits.

To learn more about CRDHA & this position please visit: <https://www.crdha.ca>