



**Canadian Mental
Health Association**
Ontario
Mental health for all

**Association canadienne
pour la santé mentale**
Ontario
La santé mentale pour tous

Communications Officer

Canadian Mental Health Association, Ontario, is committed to improving services and support for individuals with mental illnesses and to the promotion of mental health in Ontario. Through our network of 30 local branches, CMHA serves nearly 100,000 Ontarians annually.

We are seeking an energetic and experienced individual to join our Communications Department. Reporting to the Director, Communications, the Communications Officer will help execute strategic communications priorities that support CMHA Ontario, its various programs, departments and branches.

The preferred candidate is expected to work with the communications team to:

- Proactively and reactively generate ideas and help create content for the organization's communications platforms in order to meet CMHA Ontario's overall strategic goals;
- Be a strong writer, editor and researcher to help develop products that may include web, print and social media copy; media documents; briefing notes; brochures, pamphlets and posters; or, other collateral as required;
- Help provide service and deliverables to CMHA branches in the planning and execution of community-based communication activities;
- Support the production of policy-based reports, government submissions and other documents that promote CMHA programs and services;
- Exhibit strong program management skills and assume a leadership role in the ongoing branding and development of CMHA Ontario's mental health program for athletes, Talk Today, including working with participating branches and external partners;
- With direction, identify and act upon new opportunities for partnership with Talk Today and other CMHA programs;

We are seeking an individual with a university degree or equivalent experience (5-7 years of experience) in communications, marketing, public relations or journalism; superior organizational skills, initiative, and communication skills, both written and verbal; strong research, writing and editing abilities; and, the ability to multi-task and manage time effectively. Knowledge of elite or competitive amateur sports environment from a player or parent perspective an asset. Other assets include French competency and expertise in graphic design.

Please note: this is a full-time permanent position, which is part of the OPSEU Bargaining Unit.

Please submit your resume to:

Director, Corporate Resources
Canadian Mental Health Association, Ontario Division
180 Dundas Street West, Suite 2301
Toronto, Ontario, M5G 1Z8

Fax: (416) 977-2813

Email: careers@ontario.cmha.ca

Closing date: March 20th at 5:00pm