



Job Posting: Director of Communications

The Climate Emergency Unit, a 5-year project of the David Suzuki Institute, works with all sectors to find solutions to the climate crisis. We seek to move governments and leaders in Canada into true climate emergency mode, pressing them to adopt ambitious policies that align with what science says we must do.

The Climate Emergency Unit is:

- Engaging with leaders from all levels of civil society to develop bold climate emergency plans.
- Convening organizations that want to work together on a climate emergency agenda.
- Training others in how to build power for genuine climate emergency solutions.
- Promoting the need for ambitious climate emergency solutions across Canada.

Job Description

Contract Details

The CEU seeks to reach many more people across Canada, and captivate and activate people with its appeals for emergency-level climate action. The Director of Communications is responsible for producing and managing the CEU's communications: video production, website, newsletter, social media accounts, production of shareables, and media relations.

This position is supervised and supported by the Team Lead and involves close collaboration with the full CEU team, including team members in other provinces.

Pay: \$80,000 +17% (in lieu of benefits). Can be pro-rated from 40 hours a week down to 32 if preferred. All team members with the CEU work as independent contractors. This is a remote position.

Responsibilities

National Communications Responsibilities

- Leading digital campaigning, media outreach, and writing/editing popularly accessible campaign materials and news releases;
- Developing communications strategies for each CEU campaign;
- Creating and managing social media accounts for the CEU;
- Creating and implementing plans to expand the CEU's reach and impact, and identifying opportunities for partnerships and fundraising opportunities;
- Communications and logistics support for CEU events and workshops (virtual and in-person);
- Developing strong messaging for CEU and its allies;

www.climateemergencyunit.ca info@climateemergencyunit.ca
c/o The David Suzuki Institute, 201 Pringle Farm Road, Salt Spring Island, BC, V8K K2Y2



- Producing slides, share-ables, videos, and other presentation materials in support of the CEU's initiatives and campaigns;
- Establishing and maintain the CEU's internal communications system;
- Writing newsletters for supporters (including segmenting the CEU's supporter list as needed);
- Writing grants and reports to funders;
- Maintaining the CEU website and writing website content and occasional blog posts/op-eds;
- Administering and acting as the point person on Zoom account and webinar preparations;
- Introducing the team to new communications tools;
- Coordinating with climate creatives across the country on content and messaging;
- Supporting the other members of the CEU in work related to communications.

Other Responsibilities Related to the Success of CEU

- Consulting with CEU and local allies to identify regional, national, and international organizations and institutions in which to build coalitions and bridge efforts, initiatives, and campaigns;
- Supporting the objectives of the CEU.

We strongly encourage applications from members of communities that are marginalized or that experience structural discrimination, including those identifying as Indigenous, people of colour, members of non-dominant ethnic, religious, linguistic, and/or cultural groups, women, (im)migrants/newcomers, people with (dis)abilities, working class people, persons of minority sexual orientations and gender identities, and we encourage applicants to self-identify in their application.

Send your C.V. and cover letter to info@climateemergencyunit.ca. The application will be posted until we find the right candidate.