



May 22nd, 2019

We're Hiring!

The Ontario Disability Employment Network (ODEN) is looking for a dynamic professional to join our small but mighty team.

ODEN is hiring a part-time **Communications Strategist** to assist with the development and delivery of communication and marketing materials for ODEN.

About ODEN:

ODEN is a professional body of service providers, who work together to increase employment opportunities for people who have a disability. ODEN focuses its efforts in the five key areas:

- 1) Engaging and Supporting business in the promotion and hiring of people who have a disability
- 2) Providing direct supports to employment agencies through consulting and training
- 3) Promoting innovation and best practices in both business and service communities
- 4) Consulting with government on policy and funding issues related to employment for people who have a disability
- 5) Engaging with other stakeholders that have an impact on employment for people who have a disability

What We're Looking for:

ODEN is looking for someone who is:

- Passionate about helping more people who have a disability get into the workforce
- Is a Social Media guru and enjoys creating communication materials
- Able to see the big picture and a different future
- Flexible and willing to 'dig in' and do what it takes
- Comfortable working virtually on a day-to-day basis and within a team environment
- Ability to coordinate communications for multiple projects simultaneously

The Role:

The Communications Strategist will focus on:

- Creating communications for members and non-members
- Promoting ODEN events and campaigns to various audiences
- Writing and editing publications for and with the ODEN Team
- Developing engaging social media content across all channels
- Leading the ODEN Team for our Disability Employment Awareness Month (DEAM) campaign (October)
- Supporting the ODEN Rethinking Disability Annual Conference communications strategy (October)

Qualifications:

- 3 years' experience related experience
- Expertise working with various social media and web tools (Twitter, Facebook, LinkedIn, Instagram, website editors)
- Proficiency with graphics and publishing software (MS Office, Adobe Creative Suite)
- Must have functioning home office and be comfortable working on a virtual platform
- Bilingual in French/English an asset

If this role appeals to you, we would like to hear from you.

To apply please send your resume, cover letter, and sample of your writing to info@odenetwork.com.

ODEN welcomes and encourages applications from people who have a disability. Accommodations are available, upon request, for candidates taking part in all aspects of the selection and recruitment process. Requests can be made to info@odenetwork.com before, or when submitting your resume.