



**Skate
Manitoba**

145 Pacific Avenue
Winnipeg, MB
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www.mbskates.ca

Thursday June 8, 2023

Communications Contractor Term Position

Skate Manitoba is seeking a Communications Contractor for a one year service contract (August 1st 2023 to July 31st 2024). Skate Manitoba is a Provincial Sport Organization that supports quality skating programs that contribute to the growth of our sport and improve the development of all members throughout their skating journey for fun, fitness and achievement. Some of the main responsibilities include but are not limited to;

- Using Section social media to enhance our Mission, Vision and Strategic Priorities
- Promoting Skate Manitoba athletes, coaches, officials, clubs & schools and events
- Managing social media accounts, including forwarding inquiries, tags, follows, and content
- Content creation that is cohesive to our brand and messaging
- Research and recommendations
- Create plan for contract term
- Evaluate season and content and make recommendations for future adjustments
- Work with staff and committees for content

We are seeking a person who is passionate about skating who has a marketing or related background, who is interested in social media and has completed or is in post secondary education. Applicants who are/have been involved in figure skating (skater, coach, official) is required. An ability to attend some large scale events (as assigned) to create content may be required. Successful candidate must be able to represent Skate Manitoba by making appropriate decisions while utilizing social media and follow safe sport practices, Skate Canada code of ethics, and Rule of 2 when engaging online.

Expected monthly commitment is a maximum of 48 hours and eligible travel expenses will be approved with assigned event(s) if applicable.

Please include a cover letter, including expected remuneration, along with your resume to skate.exec@sportmanitoba.ca

Applications must be received no later than Monday June 26th at 11:59 PM. Interviews will be scheduled for July 4th to 7th with call backs mid-July. We thank all persons who submit an application, but due to time, only applicants selected for an interview will be responded to.