

**AFOA CANADA***Building a Community of Professionals*

JOB POSTING
Videographer, Marketing and Communications
FULL-TIME POSITION (10 MONTH REPLACEMENT)
EMPLOYMENT OPPORTUNITY

SALARY LEVEL: \$55,023 - \$74,441

AFOA Canada is the national center for excellence and innovation in Indigenous management, finance, and governance. Established in 1999, the Association is the only organization in Canada that focuses on the capacity development and day to day needs of Indigenous professionals working in all areas of management, finance and governance – today's leaders and those of the future.

AFOA Canada is looking for an energetic candidate to join the Marketing and Communications team as Videographer. Reporting to the Director, Marketing and Communications, the incumbent will be responsible for videography and photography projects for marketing, corporate and education purposes. They may also perform duties related to graphic design, social media and website maintenance as necessary.

QUALIFICATIONS

- Some post-secondary education in the field of communications, marketing, design, broadcasting or an equivalent combination of experience, training and education is required
- Degree or diploma in video production, design, marketing or other relevant programs are an asset
- Intermediate to advance experience in videography or broadcasting, including camera operations and editing
- Prior experience as a video producer, editor and/or photographer
- Experience with non-linear editing such as Adobe Premiere is required
- Intermediate experience with graphic design for social media, websites and print publications
- Experience with Adobe Illustrator, Photoshop, After Effects, InDesign or other suites is an asset
- Experience with web design (HTML, PHP, CSS, JavaScript, etc.), Google Analytics, Smartsheets, Constant Contact, Hootsuite or similar tools is an asset
- Excellent written and verbal communication skills, as well as strong technical and organization skills are essential
- Prior experience working with Indigenous organizations will be considered an asset. Knowledge of culture, and issues facing Indigenous people is also strongly desired
- French proficiency and/or a working knowledge of an Indigenous language would be considered an asset.

This is a full-time position at the AFOA Canada office, in Ottawa, Ontario with the possibility for hybrid work. Some travel may be required. An attractive compensation and benefits package is offered for the position. Preference will be given to qualified Indigenous applicants; please self-identify. AFOA Canada is committed to accommodating people with disabilities. If you require accommodation, we will work with you to meet your needs. Qualified candidates may also be considered for other similar positions. Applicants with fewer qualifications may be considered for an appointment at a lower level.

If you are qualified and attracted to assisting AFOA Canada achieve our goals, please provide your resume and cover letter in strict confidence by email to HR-Staffing@afoa.ca. This position will be posted until filled. We thank all applicants for their interest; however, only those selected for an interview will be contacted.