

Job Description: Content Creator

Title: Content Creator

Location: Greater Toronto Area / Remote

Terms: September 2024 - July 2025

Hours: Estimated 5-10 hours per month

Salary: This is a volunteer position

About the Role

We're looking for a volunteer content creator to represent the Programs team during an exciting year for IABC Toronto!

This is a great opportunity for a student or professional who is interested in developing their content creation skills.

In this role, you'll support the Programs team in developing visual content for IABC Toronto's programs including Communications of the Year Award, attracting OVATION award judges and more.

Responsibilities

- Develop content for IABC Toronto's social media sites, website and e-newsletter
- Report into the VP of Programs
- Keep internal collaborators informed of projects and progress and identify when extra support is needed
- Brainstorm with the team to elevate the visual communication of information

Top 5 Reasons to Apply

1. IABC Toronto is celebrating 40 years of the OVATION Awards - a great opportunity to leave your design mark on a legacy event
2. Network and collaborate with an incredible team of industry professionals
3. Continue to hone your graphic design skills and create strong portfolio pieces
4. Show off your skills to potential employers/clients

Requirements

- Must have an active IABC Toronto membership

Skills Considered Advantageous

- Basic understanding of Adobe Suite, Canva and/or Hootsuite or similar programs

About Us

IABC Toronto is the world's largest IABC chapter. IABC is recognized as the professional association of choice for communicators and is committed towards establishing and supporting the highest professional standards of quality and innovation in organizational communication.

Apply in two easy steps

1. Fill out our [volunteer application](#) found here
2. Send an email to toronto-volunteers@iabc.to indicating what position you're interested in