



The ***Nuclear Waste Management Organization*** is responsible for the safe, long-term management of used nuclear fuel in Canada. The approach it is implementing, known as Adaptive Phased Management (APM), involves developing a centralized underground repository, supported by a robust social and technical research program in collaboration with Canadian universities, consultants and international waste management organizations.

Join our growing team of scientists, engineers and other professionals to work collaboratively with Canadians in implementing our management approach in a manner that safeguards people and respects the environment, now and in the future.

DEVELOPMENTAL COMMUNICATIONS STUDENT (CO-OP)

(One position available)

We are currently seeking an enthusiastic Developmental Communications Student for the winter 2020 with an option to extend for the summer 2020 term (4 or 8 months). The successful candidate's primary responsibility will be to assist with the management of translation and print production activity, metric reporting for the organization and supporting digital media and web activity.

The Content and Events team operate in a fast paced, creative environment and interact with teams across the business. The role is based in our Toronto headquarters at Yonge and St. Clair.

RESPONSIBILITIES:

- Support the management of translation needs and the production of a wide range of printed and digital communications material.
- Participate in the collation and management of communication reporting. Assist with evolving our metrics dashboard and activity tracking for ongoing project management and reporting.
- Support digital media and website activities, including
 - Development of social media content
 - Review and update customer resource management (CRM) activity and processes, to better connect to our website
- Provide research and project management support for the strategic communications and government relations functions.

We operate a full-service communications team within the NWMO, and to the extent time allows beyond the duties described above, the co-op student may be assigned to support other communications activities.

STUDENT QUALIFICATIONS:

- An active registered student in a post-secondary communications oriented program.
- Proficient French language skills (written and oral) with a level of comfort in translating written materials is preferred.
- A quick learner that can work independently and as part of a team.
- Highly organized.
- Familiar with the principles of good communications planning.
- Excellent interpersonal and communication skills – written and verbal.
- Excellent computer skills – Excel and Power Point.

EMPLOYMENT PERIOD:

4 or 8 months term option, please note 8 month option is preferred.

Winter Term only: January 2, 2020 to April 30, 2020

Winter and Summer Terms: January 2, 2020 – August 31, 2020

ELIGIBILITY:

Students must be returning full-time to their program at their university/college following the completion of their work term or be full-time students requiring the work term or co-op placement to graduate.

The NWMO is committed to contribute to [reconciliation](#) in all its work by co-creating a shared future built on rights, equity and well-being. As an employment equity employer NWMO actively seeks Indigenous peoples, visible minorities, women, people with disabilities, and additional diverse identities for our workforce. The NWMO will provide accommodation to applicants with disabilities. If you require accommodation, please **Contact Us**.

Please submit your application via e-mail quoting **Developmental Communications Student**, to: Employment@nwmo.ca by October 7, 2019. Please also include your preference of work term option.