



Empowering  
women, girls & our  
Bow Valley community

## Marketing Assistant

Fund Development & Communications

### Who We Are

The YWCA is a community-based organization with a mission to shape a safe, inclusive community that empowers women and girls. Governed by a volunteer Board of directors, our organization shapes a safe, inclusive community that empowers women and girls in support of our vision of a thriving, equitable society.

Employees play an instrumental role in realizing our organizational goals through their commitment to our four strategic priorities: programs and services to end gender-based violence; a continuum of sustainable housing solutions; advancing the rights of women and girls, and building a sustainable organization.

### The Role

The Marketing Assistant plays a key role in supporting the YWCA Banff Hotel, special events, fundraising and community outreach; generating success for the overall organization as we work to achieve our strategic priorities and annual goals.

We are looking for a talented, energetic person who connects with the YWCA mission and is interested in the social profit world! The position is ideal for a recent graduate who is looking for an opportunity to develop their craft through hard work and participation in a variety of projects.

### Your Contribution

- Support the marketing plan for the YWCA Banff Hotel
- Generate accurate, relevant content for the YWCA Banff website and social media outlets
- Provide basic graphic design support for marketing, events and Fund Development projects
- Provide support to special events and outreach

### Skills and Attributes

- Experience with Adobe Creative Suite and WordPress is essential
- Experience with social media marketing and website management is essential
- A high degree of creativity and flexibility as well as the ability to work both independently and on a team

### Qualifications & Experience

- Post-secondary degree in marketing, event management, public relations, graphic design or related field with at least one year of experience, preferably in a non-profit or hospitality environment

**YWCA Banff offers a comprehensive benefits package and opportunities for professional development and growth.**

**If you want work  
that will change lives,  
we want to meet you.**

For a full job description:  
**click here**

**To apply please send your resume:  
Attn: Human Resources  
jobs@ywcabanff.ca**



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