

Women in Mining – BC**Date:** October, 2014**Job Position:** Communications Coordinator**Job Type:** Volunteer, Part time**Description:**

Women in Mining BC is seeking a communications coordinator. The communications coordinator will be part of the communications team supporting the various activities undertaken by the Women in Mining BC Executive Committee. The communications coordinator will support the development of various collateral materials including news releases, thank you notes, newsletter contributions, and other tasks as they arise.

This is a great opportunity for an individual with 2-3 years' experience seeking to develop their communications skills. The ideal candidate must be a self-starter, creative, and eager to further Women in Mining BC's presence and profile.

It is anticipated that the time commitment of this position is 3-4 hours per month.