



Job Posting

Date: April 2025

**Marketing and Communications Student  
Lung Saskatchewan**

**Temporary 30 hours per week for approximately 14-16 weeks**

**Lung Saskatchewan is looking to help build your experience!** We are looking to immediately fill the position of a temporary Marketing and Communications Student to help support the development and delivery of internal and external marketing, communications, and engagement initiatives that increase awareness of Lung Saskatchewan and lung health.

You will gain experience promoting and protecting the Lung Saskatchewan brand and reputation, working within a talented team that provides service and support to research, education, advocacy, health promotions, and fundraising initiatives. Your key activities will include:

***Communications***

- Creating content for designs, prepares and distributes monthly e-newsletter
- Coordinating collateral and content for various marketing materials
- Applying established graphic standards to all materials
- Updating content and events on website
- Coordinating storytelling through volunteer and community profiles

***Social Media Engagement***

- Creating and editing social media content supporting Lung Saskatchewan activity
- Driving engagement on social media by creating and adapting key messaging for a social media audience and guiding the conversation on social media channels
- Delivering content through Facebook, X, Instagram, LinkedIn and other appropriate social media channels
- Triaging social media response for issues management and stakeholder concerns in collaboration with colleagues

### **Your Qualifications and Experience:**

- You have, or are working towards a university or college degree or diploma in marketing and communications or a related field with relevant experience
- Software proficiency in Microsoft applications and Canva is required; knowledge and experience with Adobe Creative Suite as well as web development applications would be an asset
- High level of proficiency in social media platforms
- Experience in a not-for-profit environment would be an asset

### **Your Skills and Competencies include:**

- Outstanding communications skills – written and verbal
- Excellent organizational and time management skills with ability to meet competing deadlines
- Prompt, self-reliant and detail oriented
- Ability to take initiative and practice good decision making and problem solving
- Ability to be flexible and respond to a diverse workload
- Sensitive to issues of disability, lung health, and diversity
- Actively engaged in social media and familiar with new social media vehicles
- Ability to work collaboratively and build relationships with internal and external constituents
- Excellent attention to detail

### **Requirements:**

- Must be between the ages of 15 and 30 years old
- Must be a Canadian citizen, permanent resident, or person on whom refugee protection has been conferred

**To apply, email resume and expression of interest by May 2<sup>nd</sup> to:**

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