



JOIN OUR TEAM. UNLEASH YOUR FULL POTENTIAL. DEFY NORMAL.

PHILANTHROPY WRITING ASSOCIATE

Organization:	Plan International Canada
Reports to:	Communications Manager, Philanthropy
Location:	Toronto (Mount Pleasant & Eglinton)
Status:	Permanent, Full-time

About You

Are you passionate about telling meaningful stories to drive social change around the world? Are you self-driven, eager to learn, and excited to innovate how we talk to the world about important social issues?

Are you looking for the opportunity to begin your career in communications, international development, or fundraising and excited to work collaboratively across these disciplines?

The Position

- Through funding proposals and stewardship materials, tell the story of Plan International's programming, and how Philanthropy donors' support is helping to achieve global social change
- Develop expertise in Plan International Canada programs and global issues of poverty and inequality, to act as a resource for fundraisers on your team, helping to inform conversations with a broad spectrum of donors and other stakeholders
- Influence communications approach to provide a best in class donor experience
- Be an ambassador to ensure Philanthropy communications uphold Plan International Canada's brand, gender transformative approach, and values of integrity and transparency
- Collaborate with others on the Philanthropy Communications team to innovative, impactful approaches to storytelling for diverse audiences

What does success look like?

- Translate technical documents into a high volume of compelling communications to inspire diverse audiences
- Create innovative tactics to write and design communications that inspire internal and external stakeholders, deepening engagement and commitment to Plan International's programs

- Build positive relationships with multiple stakeholders in the Philanthropy team and across the organization
- Demonstrate a nuanced understanding of international development and global issues of poverty and inequality
- Act as an open and approachable resource for the Philanthropy team, with a service delivery mindset and a team player approach

As our ideal candidate you will have:

- Exceptional communications skills, verbal and written, including editing and proofreading
- An intuitive feel for storytelling that enables you to tease out compelling content, and proactively seek and shape specific narratives when available
- Familiarity with writing for diverse audiences
- Comfort navigating detailed technical documents
- An enthusiasm for growth and learning
- Outstanding organizational skills
- Demonstrated resourcefulness, initiative, and follow-through
- Work well independently *and* enjoy collaborating with others
- Ability to simultaneously manage multiple projects and adapt quickly to changing priorities
- Experience with layout and design
- A background in journalism, business writing, PR, Communications, fundraising or other relevant fields
- Knowledge of Microsoft Suite, including Publisher and InDesign
- A passion for mission driven work and personal values aligned with those of Plan International Canada's organizational values

Why a career with Plan International Canada?

Are you ready for an opportunity to join one of the largest not for profit organizations in the world? Are you excited about playing an important role in positively impacting the future of millions of children and families globally?

Plan International Canada is a member of a global organization dedicated to advancing children's rights and equality for girls. We are calling on all Canadians to Defy Normal: to take a stand anywhere children are oppressed, exploited or left behind and girls aren't equally valued. Together, we can create a world where all unleash their full potential.

We support children's rights from birth until they reach adulthood. And we enable children to prepare for – and respond to – crises and adversity. We drive changes in practice and policy at local, national and global levels using our reach, experience and knowledge. We have been building powerful partnerships for children for over 80 years and are active in more than 70 countries.

Our unique culture fosters a supportive, flexible workplace where employees are encouraged to bring their whole selves to work. Join our high performing, diverse team and change your career...positively impact the world! Further information can be found at: plancanada.ca.

How to apply:

To express interest in this exciting opportunity to join a dynamic organization and a high performing team please forward your CV and covering letter, outlining your skills, experience

and salary expectations to gethired@plancanada.ca by **January 20, 2019**. Please reference **Philanthropy Writing Associate** in the subject line.

Plan International Canada is an inclusive workplace, and is committed to championing accessibility, diversity and equal opportunity. Requests for accommodation can be made at any stage of the recruitment process providing the applicant has met the bona-fide requirements for the open position. Applicants need to make their requirements known when contacted.

Consistent with our Safeguarding Policy the successful candidate must receive clearance by a police background check, including the vulnerable sector screen.

Applicants must be eligible to work in Canada for the duration of the work term. Proof of eligibility will be required.

Plan International Canada sincerely thanks all applicants for their expressed interest in this opportunity however only those selected for an interview will be contacted. No phone calls please.

Thank you for your interest in a career at Plan International Canada!