



eHealth Centre of Excellence  
is currently seeking a casual  
**Digital Health Communications Student**

**Program Overview:**

The eHealth Centre of Excellence strives to work at both the provincial and local level to move eHealth initiatives in Waterloo Wellington forward. The Centre's founding vision is one of innovation and partnership: to create a collaborative space in which to share knowledge, develop best practices and enable technology to support improved clinical care. Critical to the success of eHealth initiatives is working with system partners to support priorities that ensure the best case for the residents of Waterloo Wellington.

**Position Description:**

Reporting to the Program Manager, the Digital Health Communications Student will assist with content development and other communications support for the Project Teams. This position requires an enthusiastic and motivated individual who has a passion for communication in all its forms. The successful applicant will have an eye for detail and the ability to meet deadlines.

**Key Roles and Responsibilities:**

- In consultation with Program Team and Program Manager, develop communication materials including but not limited to: web content, newsletter/magazine articles, brochures, bulletins, posters, presentations, surveys, and displays.
- Ensures all program communication and documents are in alignment with program standards and guidelines.
- Assists with the development of unique communications ideas for eCE Programs.
- Assists with monitoring social media and implementation of social media strategies.
- Other duties as assigned.

**Experience, Skills & Qualifications:**

- Post-secondary degree in Health Informatics, Communications, Public Relations or related discipline (or in progress)
- Experience in Healthcare or Not-for-Profit an asset
- Proficiency in the use of business application software including related website, social media and word processing software
- Web development experience an asset
- Demonstrated ability to work both independently and collaboratively in a team environment

- Demonstrated experience working in cross functional project teams
- Strong attention to detail
- Ability to work in a diverse and fluid working environment recognizing that different opinions and backgrounds can bring strength to the tasks at hand
- Some travel within Waterloo-Wellington Region may be required

If this position is of interest to you, please send your cover letter and resume to: Human Resources at [hr@ehealthce.ca](mailto:hr@ehealthce.ca)

Feel like you don't meet all the requirements? If you have some of the skills and experience that we're looking for and are willing to learn the rest, we encourage you to reach out to us!

The CFFM Care Innovations team is a respectful and inclusive workplace. Upon individual request, hiring processes will be modified to remove barriers to accommodate those with disabilities. Should any applicant require accommodation through the application, interview or selection processes, please contact Human Resources at [hr@ehealthce.ca](mailto:hr@ehealthce.ca) for assistance.

We thank all interested applicants; however, due to the volume of resumes we receive only those selected for an interview will be contacted.