

Job Title: Communications Specialist

Requisition ID **8007** - Posted - **7000 New Gold - Rainy River - Emo, Ontario**

Make an impact at an all-North American precious metals producer. New Gold is now part of Coeur Mining. Visit www.coeur.com to learn more.

Coeur Mining attracts and hires highly skilled individuals. By joining our team, you can look forward to:

- A stimulating values-based work environment
- A culture of collaboration and inclusion
- Inspiring colleagues and approachable leaders
- Career development opportunities
- A deeply rooted commitment to responsible mining, health and safety and community engagement
- A competitive total compensation program
- A comprehensive benefits package including a retirement savings plan

About Coeur Mining:

Coeur Mining is a growing, all-North American precious metals producer with seven operations: the Las Chispas silver-gold mine and Palmarejo gold-silver complex in Mexico, the Rochester silver-gold mine in Nevada, the Kensington gold mine in Alaska, the Wharf gold mine in South Dakota, the Rainy River gold mine in Ontario, Canada, and the New Afton copper-gold mine in British Columbia, Canada. In addition, Coeur owns the Silvertip silver-zinc-lead exploration project in British Columbia.

Coeur offers a flexible, hybrid work model and a culture built on safety, collaboration, and real opportunities to develop your career for those who want to grow alongside a company that is doing the same.

Rainy River

Situated in beautiful northwestern Ontario, 65 km northwest of Fort Frances, the Rainy River mine is an open pit and underground, gold and silver producing, residential mine site.

The Rainy River mine, located adjacent to the Ontario/Minnesota border is 65 kilometers northwest of Fort Frances, Ontario and is situated half way between Winnipeg, Manitoba and Thunder Bay, Ontario. The area is home to more than 130 species of birds and large populations of moose, black bear and deer. If you enjoy outdoor activities including hunting, fishing, winter sports and lake country then this is an area you will love to live and work in.

Applicants who reside in Northwestern Ontario and have experience working in a cross-cultural environment, coupled with knowledge of the unique challenges and opportunities presented to those living in the Northwest Ontario, are assets. Hiring priority will be given to qualified applicants who are beneficiaries of the Impact Benefits Agreement (IBA) and to qualified applicants residing in the Northwest Ontario communities. (Indigenous) Members must clearly identify their status on the online job application and resume if they wish to receive priority consideration.

About the Role

Schedule: 5/2/4/3

Position Reports To: Human Resources Manager

Location: Rainy River Mine Site

Position Overview

The Communications Specialist will collaborate closely with the Site Leadership and Corporate communications to manage internal and external communications as well as the planning and execution of Coeur Rainy River's media relations and social media efforts.

Key Responsibilities

- Support the development and execution of a wide range of communications materials including emails, newsletters, stories, FAQs, presentations, fact sheets, reports, displays, and other publications for both internal and external audiences.
- Investigate, develop, and write stories and communications for publication in site newsletters or on the corporate website.
- Manage all inputs and execution of the bi-weekly site newsletter and quarterly site sustainability report.
- Develop cascading materials for front-line employees regarding Coeur Rainy River Strategic Plans.
- Work closely with the Corporate Communications Manager and Company Leadership to align on cascading company-wide initiatives and support an overall systems approach.
- Perform on-site event duties, including conducting or coordinating photography, setting up presentations, and obtaining approvals for materials.
- Develop or maintain a local photo library to be used in written communications.
- Monitor trends in web and social media tools, applications, channels, and design, and provide recommendations on opportunities to position Coeur Rainy River as the Employer of Choice in Ontario.
- Research, plan, develop, and implement communication and engagement strategies to support client initiatives, events, programs, and campaigns.
- Develop, monitor, and evaluate digital strategies for client projects.
- Create and manage databases and tracking tables.
- Coordinate with the Corporate Communications Manager and Investor Relations on emergency response communications.
- Perform administrative and other related job duties as required.

Qualifications

- A combination of 10 years of education and experience in communications, preferably in the mining or natural resources sector.
- High school diploma or equivalent.
- Experience in a professional communication or writing role, with demonstrated experience generating social media, website, and print content.
- Experience in outreach strategies for internal and external audiences, enquiry-response management, crisis communications, issues management, and government relations.
- Experience in interdepartmental collaboration and project management.
- Able to drive results personally and through a team in a fast-paced environment, in a timely and strategic manner.
- Exceptional written and oral communication skills, including editing, presentation, and interviewing skills.
- High accuracy and meticulous attention to detail
- High degree of PC literacy, with proficiency in the use of Adobe Creative Suite and MS Office applications.

Compensation

The anticipated salary range for this position will be between \$75,000 to \$95,000.

**Note: this employment opportunity is based on an actual current vacancy, not just for future consideration*

Why Coeur?

- Highly competitive base salary, and a quarterly incentive program
- Extended Health & Dental Benefit
- Short-term and long-term disability insurance benefit
- Defined match contribution to group registered retirement savings account
- Relocation Package provided if required

We thank all applicants for their interest but will only contact candidates selected to advance in the hiring process. Coeur Mining does not accept resumes from employment placement agencies, head-hunters or recruitment suppliers that are not in a formal contractual arrangement with the Company. Any resume or other information received from a supplier not approved by Coeur Mining will be considered unsolicited and will not be considered.

Inclusion, Equal Opportunity, Accessibility

Coeur Mining is an equal opportunity employer committed to diversity and inclusion. We are pleased to consider all qualified applicants for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, protected veterans' status, Indigenous status or any other legally protected factors. Disability-related accommodations during the recruitment process are available upon request.

Additional Information

Visit our LinkedIn Career Page or follow us on [LinkedIn](#).