Co-op Student – Marketing & Communications Department  
4 Month Term - Starting May 1 2017

Vancouver Airport Authority is a community-based, not-for-profit organization that manages Vancouver International Airport (YVR). Canada’s second busiest airport, Vancouver International Airport welcomed 22.3 million passengers in 2016. As one of BC’s top employers for the eleventh year in a row, we are committed to creating an airport that British Columbia can be proud of: a premier global gateway, local economic generator and community contributor.

Vancouver Airport Authority welcomes and encourages applications from all qualified candidates, including women, Aboriginal peoples, persons with disabilities and members of visible minorities. If required, we are able to provide reasonable accommodations for persons with a disability throughout the selection process.

We encourage students to self-identify in their cover letters. Please visit our careers site to see a short video highlighting our co-op program and our commitment to diversity at www.yvr.ca/en/careers.

Key Responsibilities:
Vancouver Airport Authority is seeking a skilled and motivated individual to join its Communications Team, for a four month co-op placement starting May 1, 2017. Reporting to the Manager, Communications the successful candidate will focus their activities on social media to promote YVR’s brand, engage in public outreach programs and support YVR’s strategic goal of reaching 25 million passengers by 2020. Candidates must be available to work a flexible schedule, including the occasional weekend. In this role, the successful candidate will be responsible for supporting the team with:

• Identify opportunities for social media contesting to drive company objectives  
• Build business cases for which social platforms to be present on  
• Social media administration – monitoring, posting and evaluating successes  
• Source and write content for social media channels  
• Support for general public relations activities including press conference and media events  
• General event, administrative and logistics support  
• Other duties, as required

Key Qualifications:  
The individual will have the following:  

• Excellent interpersonal and communications skills
- Strong writing and grammar skills
- Comfort using all social media platforms – including social channels, blog and e-newsletters.
- Be detail oriented
- Strong computer skills
- Diplomacy and professionalism
- Proven ability to balance multiple priorities and work well independently and in a team
- Enjoy working in an ever changing, exciting and fast-paced environment
- A motivated team player with a willingness to do what it takes to get the job done
- Demonstrated commitment to customer service and excellence
- Second language, preferably Cantonese, Mandarin and/or French, is an asset

In addition to relevant post-secondary education, previous work experience would be an asset.

**Application deadline:** April 10, 2017  
**Start and End Date:** May 1, 2017  
**Hours of Work:** 8:30 am – 4:30 pm, Monday to Friday [37.5 hour work week]  
**Dress Code:** Westcoast Business Casual  
**Number of Openings:** 1  
**To apply:** jenny_bola@yvr.ca