



WESTMAN | COMMUNICATIONS GROUP

Together
WE BUILD

**New Connections
Stronger Communities**

MARKETING COORDINATOR (BRANDON, MB)

WESTMAN COMMUNICATIONS GROUP (Westman) is seeking applications from energetic, highly motivated individuals to become part of our growing team!

Westman is an industry-leading communications provider based in Brandon MB, offering residential and commercial High-Speed Internet, Digital TV, and Phone services in communities across Manitoba. Established in 1977, as a locally owned and operated cooperative, Westman is dedicated to delivering competitive and innovative services, providing an exceptional member experience, and supporting the communities we serve.

What we have to offer:

- Competitive compensation package.
- Comprehensive group benefits plan (extended health; life; dental; vision; GRRSP; and health and wellness).
- Various Learning and Development initiatives, and opportunities to grow within our team!
- Opportunity to participate in company events and activities and enjoy our company perks!

What you'll do:

- Create, edit, proofread, and coordinate media advertising and promotional material including direct mail, e-mail, newspaper, magazine, radio, and television (both internal and external).
- Assist in the creation and execution of acquisition and upgrade campaigns as well as new product launches related to our services, such as high-speed Internet access, cable TV, etc.
- Prepare and coordinate special mailings such as rate notifications, competitive surveys, etc. as required.
- Coordinate marketing activities and represent Westman at events such as trade shows, the Connecting Westman Tour, mall promotions, etc.
- Maintain competitive analysis and compile information for Media Stats reports.
- Collaborate with internal staff to assess their marketing material needs.

What you'll bring to the team:

- Bachelor's degree or college diploma in Marketing, Business Administration, Communications, or a related field.
- Minimum one year of experience within an internal/corporate communications or marketing role with experience composing and distributing across various communication channels.
- Minimum one year of customer service is required. Experience in sales and advertising, within a fast-paced and customer-focused environment is considered an asset.
- Familiarity with HubSpot or Content Management Systems (CMS) is considered an asset.
- Proficient with Adobe Creative Cloud (Photoshop, After Effects, InDesign, Illustrator, etc.).
- Proficiency with Microsoft Office 365 Office (Outlook, Word, SharePoint, etc.).
- Must be willing and able to work flexible hours.
- Must hold and maintain a valid driver's license.

*A combination of education and experience may be considered.

DEADLINE FOR APPLICATIONS: This position is open until filled.

As an equal-opportunity employer, we are committed to an inclusive and barrier free environment at Westman Communications Group and encourage applications from all qualified individuals. If you require a reasonable accommodation at any point during recruitment process or would like to request this posting in an alternate format, please indicate by emailing hr@westmancom.com of the accommodation requirements. While we thank each applicant for their interest, only selected candidates will be contacted.

**Apply today to join our team at [WCG's Career Page](#)
and begin your exciting career journey with us!**