



## COMMUNICATIONS OFFICER – PART TIME (16 hours per week)

An exciting opportunity exists for a talented Communications Officer, with a flair for producing content, and a passion for the community, to support and enhance the Shire's engagement with its stakeholders. Utilising skills and experience, the successful candidate will help create, and implement, detailed communications plans, processes and activities across all of the Shire departments and activities.

The ideal candidate is a passionate and highly skilled communicator, a creative storyteller, a great team player, and someone with broad experience in the delivery of communications campaigns, plans and programs within the scope of social, online and print media.

### Salary and Conditions:

- Part time hours (16 hours per week), with the option for flexible working arrangements
- Hourly rate of up to \$32.51. A housing allowance of \$300 per fortnight (pro-rata) to staff residing within the Boddington Shire
- An incentive superannuation contribution payment of up to 16%
- Uniform allowance of \$440 per annum (pro-rata)

### How to Apply

Applications are to include a CV and cover letter, and a separate document addressing the selection criteria as outlined in the Job Description. Applications can be submitted to [hr@boddington.wa.gov.au](mailto:hr@boddington.wa.gov.au), and close at 4pm Friday 23rd July 2021.

The preferred applicant for this role will be required to provide a National Police Clearance. Those with criminal records are not automatically barred from applying for the role, as each application will be considered on its merits.

Further information is available on [www.boddington.wa.gov.au](http://www.boddington.wa.gov.au) or by contacting Deb Lang at [hr@boddington.wa.gov.au](mailto:hr@boddington.wa.gov.au), or by phoning 08 9883 4999.

**Julie Burton**  
Chief Executive Officer