

COMMUNITY ENGAGEMENT COORDINATOR

Regular Full-Time

Communications / Administrative Services

Facilitate Strategic Engagement for Meaningful Connections!

About our community:

Boasting a high quality of life and standard of living, Prince George has all the amenities of a large city mixed with the friendliness and appeal of a smaller community. It is a regional centre for close to 326,000 people for shopping, education, health care, the arts, and sports. Prince George's central location in the province offers work/life balance with unparalleled access to four-season outdoor recreation activities that are complemented by a full range of urban amenities and a comprehensive transportation infrastructure that connects residents, businesses, resources, and agricultural products to markets around the world. And it is only a short drive to almost anywhere in Prince George – spend less time commuting and more time doing what matters most to you! Discover all these opportunities and more!

About our organization:

The City of Prince George is committed to ensuring a positive, well-balanced work environment for its employees. With opportunities for employee training, wellness programs and professional development the City of Prince George offers a safe and supportive workplace in which to serve our community.

About the opportunity:

The Community Engagement Coordinator is responsible for creating and implementing strategies that enhance communication and collaboration between the municipality and its residents, businesses, and community organizations. This role focuses on community engagement initiatives that support decision-making and identify challenges and opportunities in the City of Prince George. As part of the Communications Division, the coordinator advises on engagement plans, reports on outcomes, and helps manage media relations, social media, and other communication channels. This position ensures public engagement initiatives are inclusive, transparent, and effective in shaping municipal programs and policies. Occasional evening and weekend work, as well as travel within the municipality for engagement activities, is required.

About your background:

To qualify for this position, you have a bachelor's degree in Communications, Public Relations, Political Science, Urban Planning, or a related field. A certificate in Public Participation from the International Association for Public Participation (IAP2) is considered an asset. Candidates must possess a minimum of 5 years of experience in community engagement, communications, public relations, municipal government, or a related field. Experience in planning and facilitating public meetings, focus groups, and workshops is essential. The ideal candidate will have excellent verbal and written communication skills, as well as strong facilitation, negotiation, and conflict resolution abilities. **A valid full-privilege Class 5 BC driver's license (or equivalent from another province) is also required.**

Why You Will Love Working for our Communications team at the City of Prince George:

- Deliver exceptional internal and external communications with a high level of professionalism.
- Be part of an innovative team with a common goal to be leaders in local government communication.
- Enjoy a wage of \$44.98 to \$46.15 per hour (wage under review) plus a comprehensive benefits and pension package.

If you are interested in joining our team, please apply by May 20, 2025 to:

<http://princegeorgejobs.prevueaps.ca/jobs/>

Want to know more about this exciting career?

Please refer to the job description on our website for more details!

Want to know more about living and working in Prince George?

Please visit: [Move Up Prince George / City of Prince George](#)

The City of Prince George thanks all those who apply, however only those selected for an interview will be contacted.