



Job Posting – Communications Coordinator

Are you passionate about storytelling, community engagement, and amplifying Indigenous voices? Saskatchewan Aboriginal Land Technicians (SALT) is seeking a creative and strategic communicator to help share our mission of supporting First Nations in land stewardship and self-determination. In this role, you will craft compelling content, manage digital platforms, and connect communities across Saskatchewan through meaningful communication.

Position: Communications Coordinator

Term: Full-time (37.5 hours/ week); Monday to Friday

Location: SALT Head Office, Saskatoon, SK or SALT South Office, Fort Qu'Appelle, SK

Salary Range: \$50,000 - \$65,000

Salary Range: Salary will be commensurate with education and experience.

Application Deadline: November 30th, 2025

Email Cover letter and Resume to info@salt-sk.ca

Organization Summary:

Saskatchewan Aboriginal Land Technicians (SALT) is an Indigenous led non-profit organization that provides space for First Nation land technicians to circulate ideas and strategies relating to effective land management. A key activity is supporting First Nations in managing their lands, inclusive of their customs and traditions, while enhancing community prosperity and self-determination.

Position Summary:

This role involves curating stories from programs across Saskatchewan and creating compelling written and visual content that attracts, engages, and aligns with the organization's strategic goals. This role aims to grow engagement through a variety of strategies including public engagement, promotions and education.

The Communications Coordinator will create and oversee content on SALT social media platforms, website, newsletters and other marketing campaigns. We encourage strategic thinking, brainstorming, and planning within the team. This role will support multiple SALT projects that actively engage First Nation communities across Saskatchewan through workshops, events and community outreach with partner organizations.



Key Goals and Objectives:

- Developing, managing, and optimizing communications.
- Collaborating with the Team Leads to develop and implement communications plans to support the organization's overall key objectives.
- Maintenance of the SALT website.
- Assist in creating brand standards and ensuring that all communication and marketing materials align with brand standards.
- Create and distribute content via newsletters, blog posts, and social media.
- Assist in creating and maintaining content calendars for SALT programs.
- Coordinate and support communications projects, outreach and workshops as needed.
- Assist in organizing and delivering educational and awareness sessions for all SALT programs and initiatives.
- Provide input for the annual public report on activities, challenges, issues, and successes relating to all activities undertaken by SALT services and programs.
- Attending scheduled staff meetings, events and training sessions as required.

Skills, Experience and Characteristics:

- Knowledge and interest in Land Management activities.
- Tech and social media savvy.
- Ability to work alone effectively and as part of a team.
- Creative, self-motivated and results-oriented professional.
- Strong facilitation and collaboration skills.
- Excellent written, communication and presentation skills.
- Solid organizational and time-management skills.
- Working knowledge of MS Office
- Graphic design and video editing skills would be considered an asset
- Software skills desired – Canva, Adobe Pro & Illustrator; Various Microsoft applications such as Forms.
- Experience working with Indigenous organizations is considered an asset.

Qualifications & Verifications

- Communication diploma or degree
- Criminal Records check
- Valid Driver's License