

WORDPRESS DESIGNER

Full-Time Permanent Position

Looking for a career opportunity with an established and reputable national organization that makes a real difference in women's health, values its employees and offers a comprehensive total compensation package including a hybrid working from home program?

The Society of Obstetricians and Gynaecologists of Canada (SOGC) ongoing mission is to promote excellence in the practice of obstetrics and gynaecology and to advance the health of women through leadership, advocacy, collaboration, and education.

The SOGC has over 4,000 members, comprised of obstetricians, gynaecologists, family physicians, nurses, midwives, and allied health professionals working in the field of sexual reproductive health.

Since 1944, the SOGC continues to be a leading national and international authority on women's reproductive health and on evidence-based training and education. The SOGC leads the development of 12-17 clinical practice guidelines per year and hosts 3 regional continuing medical education meetings and an Annual Clinical and Scientific Conference. These events attract a diverse group of delegates that include women's health care providers, researchers, educators and policy makers, who have the opportunity to network, learn and share information and ideas. These events also facilitate the identification of critical gaps in the field through needs assessments that inform future curricula and program development.

The SOGC has recently launched its own online e-learning platform, which hosts accredited interactive courses, including virtual communities of practice, for members and non-members around the world.

POSITION PURPOSE

We are seeking a skilled **WordPress Designer** to take charge of our organization's websites and help us build and optimize them to their full potential. In this role, you will serve as the primary point of contact for all aspects of our online presence, with a focus on improving functionality, navigation, and user experience.

Our ideal candidate will have a strong background in web development and design, as well as experience with WordPress and related technologies. You should be highly motivated, detail-oriented, and able to work independently to solve problems and implement solutions.

If you are passionate about building and optimizing websites and are looking for an exciting new challenge, we encourage you to apply for this position today.

KEY RESPONSIBILITIES

- Maintaining our existing websites while also developing content standards and designing new features that align with our organization's goals and objectives.
- Evaluating emerging technologies and recommending adoption when necessary, ensuring that we stay ahead of the curve and provide the best possible online experience for our users.

- Testing and improving the design of our websites, optimizing them for all devices, and creating and optimizing content using various software tools.
- Working closely with our graphic designer to ensure that our branding is consistent across all platforms.
- Collaborating with our CRM vendor to resolve any platform issues that may arise.

QUALIFICATIONS, EXPERIENCE and KEY SKILLS

- Post-Secondary education in communications, web development, web design, digital media, graphic design, or equivalent combination of relevant training with minimum 5 years of experience.
- Strong technical knowledge of WordPress and HTML.
- Experience with iMIS Rise or other CRMs.
- Experience with social media content analytics.
- Abilities with Microsoft Office Suite, MailChimp, SurveyMonkey, EventMobi.
- Detail-oriented with ability to handle a wide variety of tasks and a multitude of competing demands under tight deadlines.
- Advanced communication skills (verbal and written).

Assets

- Bilingualism (English/French).
- Knowledge of social media, podcasts, video content and online marketing.
- Experience working in communications, marketing, public relations or a related field.

Please clearly demonstrate how you meet the requirements of the position in your application/cover letter.

The SOGC is an equal opportunity employer and encourages all qualified applicants to apply. SOGC welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

Should you be interested in this position, please submit your cover letter and resumé to careers@sogc.com.

We thank all applicants for their interest; however, only those selected for an interview will be contacted.