

**Abbotsford Christian School
Community Relations Officer P/T**

Abbotsford Christian School, a well established, interdenominational school of 950 students in three campuses is seeking to fill an immediate opening for a part time **Community Relations Officer**.

Reporting to the Director of Financial Development, this individual is responsible for promoting the vision and mission of ACS through various external communication channels, providing administrative support and managing promotional activities and fundraising efforts.

Qualifications

- must be a committed Christian with a passion for Christian education
- 5 years employment experience in a marketing/ communication environment
- Post secondary education in marketing or related discipline a definite asset
- Experience in external communications—newsletters / press releases
- Strong computer skills with experience in Excel, GiftTrak or Maximizer a definite asset

If you are interested in this exciting opportunity, please email resume and cover letter to info@abbotsfordchristian.com, ATTN: Nilah Lewis