



# Communications Consultant

## POSITION DESCRIPTION

<b>Position title:</b>	Communications Consultant
<b>Basis of employment:</b>	Permanent part or full time (negotiable)
<b>Location:</b>	Preferably Melbourne, Victoria (other locations negotiable – Bendigo or Torquay)
<b>Remuneration:</b>	Negotiated with preferred applicant but expected to be in the range of \$80-\$100k (FTE including superannuation).
<b>Closing date:</b>	COB, Friday 12th April 2024

## ABOUT RMCG

### Who we are

RMCG is a multi-disciplinary consultancy specialising in environment, agriculture and communities. We apply our expertise and insight to drive sustainable resource use.

We provide policy, planning and technical consulting services to government agencies, water authorities, institutions and private sector clients, to ensure a healthy future for the environment, industry and communities by helping them to plan and implement change.

RMCG is one of Australia's strongest regionally focussed consulting groups and we have achieved this position through a commitment to the sustainable development of rural industries and communities.

### Our purpose

RMCG creates change for our clients and ourselves whilst having a positive impact on society and the environment.

We are a for-profit company that is committed to using our business as a force for good. We are dedicated to using our resources and influence to create positive social and environmental impact, not just financial success. We are a Certified Benefit Corporation (B Corp) and part of a global community of businesses that meet high standards of social and environmental impact. As a B Corp, we're counted among businesses that are leading a global movement for an inclusive, equitable, and regenerative economy.

### Why join our team?

RMCG has over 75 staff across Victoria, Tasmania and NSW. Our dynamic team has skills in economics, social research, science, engineering, agribusiness, natural resource management, strategic planning, cultural heritage and archaeology, communications and engagement.

Culturally, RMCG is highly progressive, innovative and inclusive. You'll be working with friendly, intelligent, principled people who are great at what they do. We look after each other and care about the communities we work in. The word Group in our name is important. We put a great deal of effort into coming together to learn, to develop, to influence our sectors and to share the results and rewards of our work.

## **WHAT WE ARE LOOKING FOR**

We are looking for a communications and marketing professional who can support the strategic approach and delivery of business communications to position RMCG as an industry leader and employer of choice.

You must have:

- Tertiary training in Communications. This could be a degree in Journalism or Marketing, or an environmental or science degree with a communications focus.
- 3-5 years' experience providing services in, or to, the industries we work in.
- A desire to have a positive impact on people and the environment.

## **PRIMARY FUNCTIONS OF THE POSITION**

The primary functions of the position are to:

- Support the implementation of RMCG's Communications Plan
- Research, write and proofread diverse content for internal and external publication that drives employee engagement and connectivity, and promotes the business and our work clearly and succinctly. Examples include website articles, case studies, profiles, e-newsletters and social media posts.
- Contribute communications expertise and general project support to a range of consulting projects depending on area(s) of interest and capability
- Collaborate with the wider RMCG team to provide marketing and communications ideas and support
- Coordinate RMCG presence at industry associated events, activities and initiatives.

## **KEY SELECTION CRITERIA**

Ideally, we are seeking a candidate who can demonstrate:

- Experience in implementing strategic communications campaigns
- Strong writing skills (preferably science communication and technical writing) that are adaptable to different audiences and formats
- Innovative thinking and ideas on how to build and promote RMCG's presence in current and new sectors of work
- Experience in using social media platforms and other online tools for building brand awareness
- Experience providing communications ideas and advice in complex and evolving environments
- Experience working with a wide range of internal and external stakeholders
- Experience working in the agriculture and/or environmental sectors
- The ability to work effectively in a team environment.

## **GENERAL CRITERIA**

### **Prescribed performance criteria (as per RMCG EBA 2021) – LEVEL 2 CONSULTANT**

- Undertake and complete tasks under the guidance of a project manager or supervisor
- Complete tasks according to client needs
- Complete projects on time and on budget
- Undertake client liaison
- Continue to develop technical expertise and undertake tasks in line with your position description
- Assist with the preparation of bids for potential jobs in accordance with technical skills.

## Personal

- Self-motivated and a good attitude to work
- Questioning mind/problem solving ability
- Demonstrated high academic and/or work achievement
- Strong communication and interpersonal skills
- Attention to detail
- Capacity to work independently and within a team
- Value a balanced approach to work, community and family.

## SALARY AND CONDITIONS

The remuneration package for the position will be negotiated with the preferred applicant and dependent on knowledge and experience, however is expected to be in the range of \$80K-\$100k (FTE including superannuation).

## APPLICATION REQUIREMENTS

To be considered for this position, your application **must** include the following:

- A cover letter
- A succinct response to the **key selection criteria** (either in the cover letter or separate document)
- A **CV** (no more than 2 pages) listing qualifications, previous experience and the names of two referees.

### ENQUIRIES

Enquiries are welcome and are to be directed to:

*Dimi Kyriakou*

*Communications Consultant*

*dimik@rmcg.com.au*

*0488 124 626*

### APPLICATIONS

Applications should be sent to

Leah McMahon

HR Coordinator

*recruitment@rmcg.com.au*