

## Job Posting

**Position:** Instructor, Diploma Program in Public Relations, Division of Continuing Studies, University of Victoria

**Job Description:**

The Division of Continuing Studies at the University of Victoria is interested in developing long-term relationships with superior practitioners who have high professional standards, excellent communication skills, enthusiasm and a commitment to creating learning experiences immersed in adult education principles.

We are currently seeking an instructor to teach a 12-week asynchronous online course titled [Communication Planning](#) within the exclusively online [Diploma Program in Public Relations](#). This program is recognized by Canadian Public Relations Society (CPRS) as a public relations program that has met the requirements and effectively demonstrated the necessary elements recognized by the National Council on Education Pathways to the Profession.

Instructors within the diploma program must be content experts within their field of study. Instructors facilitate online dialogue, address learners' individual and group-based questions, mark learning activities and assignments, provide timely feedback, and ensure learner engagement and course objectives are achieved throughout the 12-week online facilitated course.

Instructors are contracted through the University of Victoria and adhere to administrative responsibilities as outlined by administrative staff within the Diploma Program in Public Relations.

**Qualifications:**

Candidates must meet the following criteria:

- relevant academic and professional accredited background
- relevant work experience in the field of public relations and communications management with the ability to illustrate your teaching with real life examples
- experience in developing effective strategic communication plans for diverse sectors
- experience in implementing and evaluating strategic communication plans
- strong analytical and problem-solving skills
- superior writing and communication skills
- experience in adult education and online teaching is a strong asset

**How to apply:**

Please submit a cover letter and a resume (in pdf format) by September 30, 2023 to Tatiana Shumilina, Program Coordinator: [hseohcoord@uvic.ca](mailto:hseohcoord@uvic.ca)

**Equity statement:**

The University of Victoria is an equity employer and encourages applications from women, persons with disabilities, members of visible minorities, Aboriginal Peoples, people of all sexual orientations and genders, and others who may contribute to the further diversification of the University. All qualified candidates are encouraged to apply; however, in accordance with Canadian Immigration requirements, Canadians and permanent residents will be given priority.