

Web-site Writer

Saskatchewan Book Awards

Writer

(Saskatchewan Book Awards Web-site revamp project)

Organization: Saskatchewan Book Awards (www.bookawards.sk.ca)

Location: Regina, Saskatchewan, Canada

The Saskatchewan Book Awards (SBA), a not-for-profit provincial organization; that provides an opportunity for Saskatchewan authors and publishers to participate in its awards program; shortlist reading events and salons.

We are seeking a knowledgeable Writer the following project:

That will be conducted between April 1 – June 30, 2010:

- review existing web-site and recommend changes/addition/updates
- complete any research necessary
- write web-site content in consultation with the SBA executive director and the web-designer
- submit written content to web-designer

Qualifications:

- university degree or equivalent combination of training and experience
- knowledge of the SBA awards process and criteria
- knowledge of the Saskatchewan writing and publishing community
- demonstrated research skills
- experience writing/researching/revising documents and excellent written communications skills
- demonstrated organizational skills
- demonstrated ability to adhere to deadlines and work independently
- demonstrated ability to work collaboratively with project managers/stakeholders
- excellent verbal/digital communications skills
- able to work from own space with reliable internet connection and e-mail.
- demonstrated understanding of the unique nature of the Saskatchewan writing community, and the SBA's role in that community

Contract: Fee to be negotiated. Apply by noon on March 17, 2010. Project to be completed between April 1st and June 30th, 2010.

Please send cover letter detailing experience and qualifications; resume; sample of writing (no more than two pages) and references to:

Saskatchewan Book Awards
Jackie Lay, Executive Director
director@bookawards.sk.ca
205B – 2314 11th Ave
Regina SK S4P 0K1
306-569-1585