



Marketing Coordinator – Vancouver

FIRM OVERVIEW

Anchored in our purpose to help clients achieve their financial goals, Odlum Brown has remained an independent, full-service investment firm for 100 years. Wholly owned by its team members, the firm continues its tradition of leadership in the financial community as one of BC's most respected investment firms.

We are honoured to be nationally recognized as one of Canada's Best Managed Companies and one of Canada's Most Admired™ Corporate Cultures, and to share the achievement of a century in business with our valued team members, clients and communities.

CULTURE AND VALUES

Guided by a set of timeless core values – Clients First, People, Accountability, Independence, Integrity and Community – we are very proud of the vibrant culture that we have built and sustained for many years. These values are the cornerstone of our culture and the principles that provide a compass for our actions and unify us as a team.

PEOPLE

We have skiers, mountain bikers, hockey players, runners, volleyball players, movie buffs, bookworms, animal lovers, musicians, yogis, world travelers and every other variety of person you can imagine. You will work with really interesting people and make great friends, too.

COMMUNITY

We are serious about supporting the communities where we live and work. A recipient of a Canada's Volunteer Award from the Government of Canada, we are committed in heart and mind to everything we do in the community, and we work hard to inspire passion and fun while doing it.

PROFESSIONAL DEVELOPMENT

Continuous learning matters. We are committed to providing career-long support for learning and growth.

THE OPPORTUNITY

We have an opportunity for a Marketing Coordinator to join our Marketing and Communications team in Vancouver.

Reporting to the Manager, Marketing and Communications Strategy, you will be responsible for a wide range of marketing and communications-related responsibilities, with a focus on event planning, community engagement and social media.

RESPONSIBILITIES

- Lead the planning and execution of client, firm and community-sponsored events
- Coordinate and develop community partner and sponsorship deliverables



- Write, coordinate and publish internal and external communications and promotional materials
- Develop, implement and monitor social media strategy
- Provide marketing and communications support to the firm's retail advisory team
- Champion the firm's brand across all activities and materials
- Perform other duties and special projects, as required

KNOWLEDGE AND EXPERIENCE

- Exceptional oral and written communication skills
- Strong attention to detail and organizational skills
- A high degree of professionalism, initiative and self-discipline
- Ability to thrive in a fast-paced environment and balance competing priorities
- Self-motivated with a clear vision of what is required to be part of a high-performance team
- 2-3 years in a similar role
- Post-secondary education in a field related to Marketing
- Experience planning and executing corporate events
- Intermediate proficiency in Microsoft Office
- Experience with graphic design software (e.g., Adobe Creative Suite) would be an asset
- Familiarity with the investment industry would be an asset

At 100 years young, our team is growing, and we've got room for one more if you're interested. If this sounds like the environment you'd like to work in and you have the credentials and experience for this role, we invite you to submit a cover letter and resume to careers@odlumbrown.com by **June 2, 2023**.

Candidates must be legally eligible to work in Canada. Full disclosure of any restrictions must be disclosed at the time of expressing interest and supporting evidence provided prior to any potential offer of employment.

We appreciate your interest and thank you for taking the time to consider this opportunity. We will be in touch with individuals whose profiles most closely match what's needed to be successful in this role.