

Job Title: Community Relations & Communications Coordinator

Date Posted: April 2, 2024

Reference #: 2024-004

Location: Goliath Gold Complex (near Dryden, ON)

Position Type: Site-Based, Full-time Permanent

Schedule: Monday to Friday, 7am – 3pm

About the Opportunity:

Based at Goliath Gold Complex office near Dryden, ON, we currently have an exciting opportunity for one (1) **Community Relations & Communications Coordinator** to join our Treasury Metals team, reporting to the Manager of Community Affairs or designate.

Treasury Metals Inc. is an exploration and development company currently advancing their flagship property, the Goliath Gold Complex through the development process. The Goliath Gold Complex has the potential to be Canada's newest gold mine and is located close to the beautiful city of Dryden, a well-appointed community with all the amenities for raising a family and an outdoors person's heaven with fishing, hiking, biking, and skiing at its doorstep.

The **Community Relations & Communications Coordinator** will provide support for the Indigenous and local community relations efforts and initiatives as required for the Goliath Gold Complex. Support will include the implementation, coordination, and administration of agreements, policies, and practices while ensuring that all Indigenous and community relations activities are aligned with the Treasury Metals Corporate Vision.

In addition to having excellent communication, coordination, and organizational skills, the individual must have an eye for detail, an ability to juggle many tasks and an understanding of Indigenous and community relations best practices. The role requires the development of cross-functional relationships and interaction with people at all levels of the organization.

KEY RESPONSIBILITIES:

Relationship building, Indigenous engagement, and internal coordination

- Maximize opportunities to engage with Indigenous communities, community leaders, and key stakeholders through participation in events, meetings, and community events and identify ways to collaborate.
- Organize and facilitate events to share updates on Treasury Metals, Goliath Gold Complex, and initiatives.
- Provide input in developing strategies, standards, agreements, and programs that promote positive community relations.
- Coordinate the development of Treasury Metals' Community Newsletter.
- Coordinate communication liaison between Treasury Metals and stakeholders.
- Monitor and support the implementation of commitments to communities outlined in agreements between the company and the Indigenous communities.
- Collaborate with environment, human resources, supply chain, communication, and other internal teams to implement the Company's community relations strategies and procedures.
- Coordinate the Company's grievance management process and timely response to inquiries from community members.
- Continually seek to improve your skills as a Community Relations & Communications Coordinator.
- Identify areas for improved efficiencies and areas of opportunity and present possible solutions.
- Stay up to date on current events as they may relate to the Goliath Gold Complex community relations such as news on the Indigenous communities, local communities, industry, peer companies, and Treasury Metals.
- Conduct ad hoc research and due diligence to help implement the community investment, sponsorship, and donation programs.



Records of engagement, reporting and administration

- Maintain accurate records of engagement with stakeholders and Indigenous communities, including entries into the Company's stakeholder records database.
- Support Indigenous engagement, consultation, and reporting as per regulatory requirements.
- Coordinate and schedule meetings.
- Provide administrative and logistical support for company-hosted community relations events, annual meetings, training, site tours, etc.
- Support preparation and maintenance of key reports, documents, and presentations.

Work collaboratively with others to deliver operational readiness

- Work collaboratively to troubleshoot and resolve problems.
- Consider risk along the five dimensions (throughput, time, quality, sustainability, and cost).
- Coordinate with other team members to meet deliverables.
- Mentor and train new team members.
- Participate in and lend your expertise to the team.
- Any other duties as reasonably assigned by the Company from time to time, as are consistent with the expectations associated with level of position.

POSITION REQUIREMENTS:

Required Qualifications

- Post-secondary education in sustainability, social sciences, humanities, communications, Indigenous studies, environmental or related fields of study.
- Valid driver's license (equivalent to "G" in Ontario).
- Community relations or similar experience and a solid understanding of stakeholder and Indigenous engagement best practices.
- Excellent oral and written communication skills.
- Proficiency in Microsoft Office.
- Experience with stakeholder engagement software.
- Excellent interpersonal, coordination, and conflict resolution skills.
- Willingness to work flexible hours, overnight and travel included.
- Strong understanding and experience working with Indigenous communities.
- Experience within the mining industry.
- Ability to work with minimal supervision.
- Experience in public consultation, Indigenous consultation, and engagement.
- Knowledge of current sustainability/ESG best practices.

Preferred Qualifications

- Lived experience and understanding of Indigenous and northwestern communities in Ontario is considered an asset.

Send resumes to: careers@treasurymetals.com

Treasury Metals welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

