



## Marketing & Communications Associate

# The Contemporary Art Gallery (CAG) is searching for a full-time Marketing & Communications Associate.

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| Terms:            | Full-time, permanent  |
| Hours of work:    | Weekdays, 10 am → 6 pm; occasional evenings and weekends required |
| Minimum wage:     | \$32.33/hour (minimum)  |
| Location of work: | Primarily on-site   |
| Start date:       | Early April 2026  |

The Contemporary Art Gallery is one of Canada's leading contemporary art spaces, driven by the vital work of art and artists in moving us toward a freer, more engaged world. We are currently seeking a full-time Marketing & Communications Associate to join our dynamic team.

## THE ROLE

Working collaboratively with CAG staff, Board committees and other stakeholders, the Marketing and Communications Associate will play a lead role in developing communication and marketing strategies that promote the gallery's exhibitions and programs; enhance the organization's profile; and increase visitor engagement. This includes managing the gallery's digital presence; developing and producing key marketing and brand materials; facilitating media relations; and shaping and implementing key messaging.

The ideal candidate will approach CAG's communications with creativity and care; value collaborative work with a small team; and be excited about aligning the gallery's external communications with an artist-driven, audience-centered mandate.

Key responsibilities for the position include:

- working closely with the Executive Director to develop and implement marketing and communications plans for the gallery, including strategies for print and digital media, advertising, email communications, and social media;
- managing CAG's digital communications channels (website, social media, email campaigns), including creating and editing content in collaboration with colleagues and partners; tracking analytics; and responding to inquiries;
- overseeing the production of key marketing and communications materials, including coordinating with external partners and vendors (graphic designers, printers, advertisers) as appropriate
- liaising with media outlets to promote CAG's exhibitions and programs, responding to press requests and maintaining relationships with key media contacts;
- tracking marketing and communications metrics to inform future strategies and tactics;
- managing the gallery's marketing and communications budget.

# THE PERSON

The ideal candidate for this position will possess some of the following attributes:

- strong project management skills and the ability to work flexibly with a range of colleagues, stakeholders and partners;
- excellent oral and written communication skills, including the ability to write clearly and strategically for multiple audiences;
- demonstrated experience in social media marketing and/or managing social media accounts;
- robust creative-thinking and problem-solving skills, a detail-oriented focus and the ability to manage multiple priorities;
- a commitment to contributing to an inclusive, anti-oppressive work environment;
- an interest in the cultural sector and/or contemporary art;
- two+ years of relevant experience, whether in a communications or marketing environment, or one where similar skills were honed.

Proficiency with Adobe Creative Cloud (particularly Photoshop and InDesign) would be considered an asset, as would a working knowledge of web content management systems and/or email marketing systems, though we are happy to provide training if you do not have these skills.

## BENEFITS

The compensation package for this position includes extended health, dental and vision benefits (after three months); an annual professional development stipend; and paid professional development flex time.

## HOW TO APPLY

Please submit a CV and statement of intent that summarizes your interest in this position to [employment@cagvancouver.org](mailto:employment@cagvancouver.org) with the subject line “Marketing & Communications Associate application.” Statements of intent may be submitted in the form of a cover letter, a video, an audio recording, or a slideshow/presentation. We would prefer to receive applications electronically.

Should you require accommodation at any point during the application or hiring process, please be in touch with us at [contact@cagvancouver.org](mailto:contact@cagvancouver.org).

Application deadline: February 13, 2026 at 5pm PST.

CAG is committed to fostering an inclusive, anti-oppressive and accessible work environment that reflects the communities we operate in. We encourage applications from members of groups that have been historically marginalized, including those who identify as Black, Indigenous, racialized, LGBTQ2SI+, non-binary, gender diverse, Deaf, disabled and/or neurodivergent.

This is a union position.

# THE HIRING PROCESS

1. Your application will be reviewed upon submission.
2. Shortlisted candidates will be contacted by February 20th to schedule an interview.
3. Shortlisted candidates will participate in a 45-minute interview with the Executive Director and Assistant Director.
4. We will request and check references.
5. We will make a final decision and notify all candidates within 10 days of their interview.

## ABOUT CAG

For fifty years, the Contemporary Art Gallery has played a key role in the cultural ecologies of Vancouver, operating as a threshold between the Lower Mainland and broader contexts for contemporary art nationally and internationally. With a primary commitment to presenting the work of early and mid-career artists from across Canada and around the globe, CAG champions art, artists and ideas that challenge us to transcend the familiar, reimagine the possible, and deepen our understanding of ourselves, one another and the worlds around us.

Building on its previous histories as an artists' service organization and an artist-run centre, CAG has operated as a non-collecting public gallery since 1996. Currently housed in a 6,000-square-foot facility in downtown Vancouver, CAG is within close proximity of 2.5 million people in the Greater Vancouver Area.

CAG carries out its work on the unceded and ancestral territories of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish) and səlilwətaɬ (Tsleil-Waututh) Nations. As a predominantly settler-led organization, we acknowledge our responsibility to each of these nations, who have stewarded this land, water and air for thousands of years. We are committed to building sustained, reciprocal relationships with Indigenous communities and supporting the work of reconciliation and Indigenous sovereignty.

To learn more about CAG, please visit us at [cagvancouver.org](http://cagvancouver.org).