



ZG Communications: Hiring Marketing Team Members

Casual Contract, Hours Variable

[ZG Communications](#) is a full service, feminist marketing agency dedicated to promoting ideas that can transform the world. We work with publishers and authors, not for profits, documentary filmmakers and educational institutions, and we are known as one of Canada's premier book publicity firms. We promote books from publishers including Greystone Books, Bloomsbury, Farrar Straus and Giroux, Douglas & McIntyre, UBC Press, Hay House and Between The Lines. We are the official marketing firm—and Marketing and Publicity Manager—for the Vancouver Writers Fest.

We are hiring contract Marketing Team Members who can assist our primary team throughout the year with a variety of tasks. This is an ideal role for a student or individual looking to gain further experience in marketing or book publicity who wishes to learn in a fast-paced, collaborative and well-respected agency. You will support us with event management, research on behalf of clients, office administration tasks and social media posting.

We welcome applications from individuals with varying schedules: hours are not guaranteed, but are likely to vary between 2-8 hours per week, including evening hours. Team members should be available to support events in either Vancouver or Toronto. Other tasks may be completed remotely.

Team members can also opt to receive mentorship, including monthly mentorship meetings, with our company principal and other members of agency staff.

Key candidate attributes:

- Commitment to book industry and working in marketing or promotions;
- Strong interpersonal and communication skills;
- Reliable and detail oriented;
- Ability to work independently;
- Excellent writing skills;
- Experience managing various social media accounts.

To apply:

- Send a cover letter and resume to jobs@zgcommunications.com with the subject line "Communications Team Member Application." No phone calls, please.
- Those shortlisted will be contacted; we regret we cannot contact everyone who applies.

ZG Communications is an equal opportunities employer. We are committed to continuing our efforts to hire, support, and engage minority staff. Our offices are located in Chinatown, Vancouver, on unceded Coast Salish territory.