



Saskatchewan Indigenous Cultural Centre

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Job Title: MANAGER OF MULTIMEDIA SERVICES

Date: August 11, 2025

The Saskatchewan Indigenous Cultural Centre (SICC) invites applications for the position of Manager of Multimedia Services. The Manager of Multimedia Services is responsible for leading the planning, development, and delivery of multimedia content and services across the organization. This role oversees a team of creative professionals and technical specialists to produce high-quality video, audio, graphics, and digital media that support internal communications, marketing, training, and external engagement efforts. The Manager ensures the effective use of multimedia tools and platforms, manages production workflows, and maintains brand consistency across all visual and audiovisual materials. This position requires strong leadership, creative vision, technical expertise, and project management skills to drive innovation and align multimedia initiatives with organizational goals.

Qualifications:

- Bachelor's degree in Multimedia Production, Digital Media, Communications, Instructional Technology, or a related field
- Relevant education, training or experience may be considered
- Minimum of 5 years of professional experience in multimedia production, including at least 2 years in a supervisory or leadership role
- Fluent in one of the Saskatchewan First Nation languages would be an asset
- Knowledge of First Nations cultures, histories, protocols and practices

Knowledge, Skills and Abilities:

- Proficiency in multimedia production tools and software
- Strong understanding of video and audio recording, editing, and post-production workflows
- Familiarity with live streaming platforms, and video conferencing tools (e.g., Zoom, MS Teams)
- Experience with media servers, AV infrastructure, and digital asset management systems.
- Knowledge of culturally appropriate ways of working with First Nation people, communities and governments
- Understanding of the diversity among First Nation people of Saskatchewan. Understands and shows respect for local cultures and cultural practices
- Ability and willingness to travel (holds a valid Saskatchewan Drivers' License and owns a reliable vehicle)

How to Apply:

A complete application consists of:

1. A letter of interest addressing the qualifications for the position
2. A current resume or curriculum vitae
3. The names and contact information of three professional references

Please send your documentation to: hr@sicc.sk.ca.

Application should be submitted by **August 22, 2025**; however position will remain open until filled.

We sincerely thank all those candidates who apply for their interest; however, only those selected for an interview will be contacted.