



Interim Director, Marketing Communications and Reputation

Temporary position, maternity leave replacement (13 months), 37,5 hours per week

The One Drop Foundation doesn't just offer you a job; we invite you to be part of something extraordinary. We're looking for people who are not only motivated by their career aspirations, but also passionate about making a significant impact on the world.

Are you curious? Do you have a desire to learn, to surpass yourself and, above all, to be part of a dynamic, caring, collaborative and human team? Do you dislike routine and like to work on different types of projects? Would you like to showcase your professionalism, rigor and reliability? Are you known for your organizational skills and flexibility? Then this is the job for you!

The ONE DROP Foundation is looking for an Interim Director, Marketing Communications and Reputation to work in concert with the CEO. With his support, the director is able to manage the Communications team and oversee related projects. The director works closely with the members of the Leadership Committee and leads those under its responsibility. The Interim Director, Marketing Communications and Reputation is responsible for developing, implementing, and ensuring compliance with the strategic directions and budgetary and operational plans of the One Drop Foundation Communications Hub. The director will also have the opportunity to work on special projects related to philanthropy, partnerships, fundraising events, and international programs.

Why choose us?

An ambitious and dynamic non-profit created in 2007 by Guy Laliberté—founder of Cirque du Soleil—ONE DROP is an organization that works to ensure that everyone has access to water, today and forever.

Our Team

Such an ambitious mission calls for extraordinary actions by exceptional people. Paving the way into uncharted and inspiring territory, our people seek to turn the challenges they face into opportunities. Are you one of these leaders? Do your energy, passion, and determination motivate and inspire those around you? Then come join our team of exceptional humans!

Main responsibilities

Under the supervision of the CEO, the Interim Director, Marketing Communications and Reputation will have the following responsibilities:

Strategy and planning tasks

- Finalize and implement the Foundation's annual cross-functional communications plan for 2026, as well as the strategic directions and annual budgetary and operational plans for 2026;
- Develop these same elements for 2027;
- Monitor communications department expenses based on the established budget;
- Evaluate the effectiveness of communications and report results periodically to the Leadership Committee;
- Oversee the Communications Hub and ensure its leadership and priority management, as well as performance evaluations of its members;



- Supervise external service providers, ensuring the quality of services provided and products submitted;

Management, supervision, and implementation of corporate communications tasks

- Ensure the promotion of One Drop's brand image and compliance with its quality standards;
- Guide the design of the Foundation's marketing communications tools (corporate brochures, annual impact report, corporate video, presentations, etc.);
- Ensure corporate memory (curation of videos, photos, press reviews, and other communications activities);

Management, supervision and implementation of digital communications tasks

- Oversee website production and maintenance;
- Ensure the continuous improvement of monthly newsletters;
- Ensure the quality of the Foundation's social media presence;
- Oversee the website's SEO and SEM management, as well as the optimization of the monthly Google Grant;

Management, supervision and implementation of public relations tasks

- Oversee all media relations of the Foundation and ensure its good reputation with traditional and social media;
- Ensure media monitoring, ensure the publication of content on external platforms, and oversee the holding of press events;
- Ensure the training of Foundation spokespersons and coordinate their interventions (development of communication materials, including speeches and presentations);
- Manage media crisis communications; provide strategic support and participate in the process of identifying public affairs risks and develop and implement communication strategies to minimize them;

Management, supervision and implementation of internal communications tasks

- Contribute to communications within the Foundation's internal platforms;
- Ensure the recognition of Foundation employees on external platforms as well as the promotion of job offers;

Supervision of communications specific to fundraising activities, philanthropy and partnerships, and programmatic activities tasks

- Contribute strategically from the event concept stage and guide all marketing communications and public relations activities related to fundraising promotion, online ticket sales, and the promotion of the Foundation's events;
- Document and update visual and editorial content related to the Foundation's specific activities;
- Ensure the proper use of the One Drop Foundation's brand image by its partners and promote major partnerships in collaboration with the Partnerships and Philanthropy team;
- Implement fundraising campaigns on digital platforms in collaboration with the Partnerships and Philanthropy team;



- Target communication opportunities to promote One Drop's expertise and impact in the international development sector;

Your experience

- Minimum of 10 years of relevant experience in marketing communications
- Experience in employee management
- Experience in an international partnership context – a strong asset
- Experience within a non-profit organization in the international development sector – a strong asset
- Experience in crisis management communications
- Experience in developing strategies and budgetary and operational plans

Your Skills

- Bachelor's degree in communications
- Postgraduate degree – an asset
- Proficiency in social media, CMS platforms, and information technology
- Proficiency in media monitoring tools
- Proficiency in Outlook, Teams, Excel, PowerPoint, and Word
- Superior writing skills in English and French; superior oral skills in both languages and with audiences in diverse contexts.
- Fluency in Spanish – an asset
- Has a network of contacts within communications and web agencies

Good to know

- Primary workplace is located at the One Drop Foundation's offices: 8400 Avenue du Cirque, Montreal (QC) H1Z 4M6 CANADA
- Remote work options available (as laid out in the organization's remote work policy)
- This position requires very occasional travel, less than 5%

We are looking for a person who shares our values

- Excellent organizational and priority management skills and the ability to multitask
- Strategic, autonomous, and able to deal with ambiguity
- Proven ability to be effective and contribute to achieving objectives in a complex and fast-paced environment
- Ability to mobilize colleagues
- Demonstrate tact, diplomacy, and confidentiality
- Rigor and attention to detail
- Concern for the quality of customer service and interpersonal skills with various stakeholders

At ONE DROP, we take care of our employees

- Flexible work schedule and possibility of working remotely
- Group insurance plan (drug, medical, vision, dental, travel, disability, life)
- Group RRSP after 6 months on the job
- Telemedicine platform providing access to online health specialists



- Employee assistance program (access to confidential consultation services)
- Social committee and group activities
- EDI Committee
- Summer hours

The One Drop Foundation is committed to ensuring a diverse and inclusive workplace that offers equal opportunities to all. We make every effort to attract and retain the best candidates, regardless of age, skin color, origin, religion, sex, gender, sexual orientation, gender identity or any other characteristic. It is based on the principle that everyone benefits from a welcoming and diverse workplace.

To apply, send your CV and cover letter to contact@ONEDROP.org

Thank you to all applicants. Only selected candidates will be contacted.