

# COMMUNICATIONS SPECIALIST

#### About Ivanhoe Electric Inc.

We are a U.S. company that combines advanced mineral exploration technologies with electric metals exploration projects predominantly located in the United States. We use our accurate and powerful Typhoon™ geophysical surveying system, together with advanced data analytics provided by our subsidiary, Computational Geosciences Inc., to accelerate and de-risk the mineral exploration process as we seek to discover new deposits of critical metals that may otherwise be undetectable by traditional exploration technologies. We believe the United States is significantly underexplored and has the potential to yield major new discoveries of critical metals. Our mineral exploration efforts focus on copper as well as other metals including nickel, vanadium, cobalt, platinum group elements, gold and silver. Through the advancement of our portfolio of electric metals exploration projects, headlined by the Santa Cruz Copper Project in Arizona and the Tintic Copper-Gold Project in Utah, as well as other exploration projects in the United States, we intend to support United States supply chain independence by finding and delivering the critical metals necessary for the electrification of the economy. We also operate a 50/50 joint venture with Saudi Arabian Mining Company Ma'aden to explore for minerals on ~48,500 km<sup>2</sup> of underexplored Arabian Shield in the Kingdom of Saudi Arabia.

# **Duties and Responsibilities:**

- Manage and develop communication strategies and plans, print material and digital content, as well as monitoring and delivering key analytical insights.
- Support the Director, Marketing and Communications in enhancing the company's marketing and communications plan and cultivating a strong brand identity for internal and external stakeholders.
- Develop and implement appropriate printed and electronic communication materials to convey key messages, organizational positioning and objectives.
  Implementation examples include writing, editing, photography and production of these materials.
- Responsibilities include strategy development, corporate communications, media relations, event management, creative and promotional writing, social media and crisis communications.
- Create and manage communication channels, including company newsletters, intranet, blog posts, email communications, social media, and more.
- Craft compelling and effective content, such as articles, talking points, announcements, presentations, and visual materials.
- Perform a variety of professional graphic design work, including layout of materials and illustration.

- Provide support in building and managing the company's intranet site, including alignment of user interface design and content management.
- Collaborate with cross-functional teams to gather relevant information and ensure accurate and timely communication of key messages.
- Identify opportunities to promote employee engagement and help foster a positive company culture (new hires, promotions, events, etc.).
- Excellent knowledge of social media and digital communication platforms.
- Proficiency in Microsoft Office Word, Excel, PowerPoint, SharePoint, Publisher and Microsoft Outlook; basic knowledge of HTML/CSS.
- Knowledge of key Adobe Creative Cloud tools, including InDesign, Illustrator and Photoshop, is preferred.
- Knowledge of graphic and video production tools (i.e., Canva, WeVideo, etc.).
- Excellent knowledge of social media and digital communication platforms.
- Ability to work flexible hours, including evenings and weekends. Some travel may be required.

## **Skills and Experience Required:**

- 6+ years with Bachelor's degree preferably in Communications, Public Relations, Marketing, Journalism, English or equivalent.
- Previous experience in strategic and internal communications, employee branding, or related roles.
- Experience or knowledge of the mineral exploration and mining sector is desirable.
- Experience working with mainstream and trade media.
- Experience in crisis and issues management.
- Proven abilities in the areas of communications planning and execution, content and creative asset management, and digital media management.
- Excellent oral and written communications skills including writing, editing and proofreading.
- Ability to work collaboratively with key stakeholders across all levels of the organization.
- Knowledge of best practices for internal communications, social media, and media relations.
- Strong attention to detail and the ability to manage multiple projects simultaneously.
- Strong independent task management skills, including the ability to respond to shifting priorities.

### **Diversity Statements:**

Ivanhoe Electric is an equal opportunity employer that recognizes the value of a diverse workforce. All suitably qualified applicants will receive consideration for employment on the basis of objective criteria and without regard to the following (which is a non-exhaustive list): race, color, age, religion, gender, national origin, disability, sexual orientation, gender identity, or other characteristics in accordance with the relevant governing laws.

The Company offers an excellent working environment, competitive compensation and employee benefits package. Please forward your resume, cover letter with salary expectations, and references, to Human Resources at <a href="mailto:humanresources@ivanhoeelectric.com">humanresources@ivanhoeelectric.com</a>

