



Union of Medical Care and Relief Organizations Canada

Job Title: Marketing Coordinator

Reports To: Software & Marketing Lead

Location: Mississauga, ON, Canada

Job Type: Part-Time, Contract

About UOSSM Canada:

Union of Medical Care and Relief Organizations Canada (UOSSM Canada) is a leading nonprofit organization dedicated to providing medical aid and support to those in need around the world. Our mission is to alleviate suffering and provide humanitarian and medical assistance to victims of crises and disasters. We are committed to developing sustainable solutions that promote health and well-being.

Job Description:

UOSSM Canada is seeking a dynamic, creative, and detail-oriented Marketing Coordinator to join our team for a 3-month contract (with possibility of extension) at our Mississauga office. In this role, you will support the planning, execution, and tracking of marketing campaigns to raise awareness and drive community engagement for our global humanitarian initiatives and fundraising events. You will work closely with internal teams to deliver compelling digital and print content.

Key Responsibilities:

- Manage end-to-end digital content creation, including social media posts, promotional graphics, and video assets, while maintaining brand guidelines.
- Coordinate with staff and key stakeholders for video interviews, including script orientation, filming, and post-production editing.
- Produce, edit, and publish high-quality short-form and long-form videos (event recap reels, promo clips, and mini-documentary style impact stories).
- Maintain content calendars and ensure timely delivery of all scheduled communications.
- Support the coordination of community outreach events, fundraising campaigns, and promotional activities.



Union of Medical Care and Relief Organizations Canada

Qualifications:

- 1–3 years of experience in marketing, digital content creation, or video production (nonprofit experience is an asset).
- Hands-on videography, photography, and graphics design experience with a portfolio of projects.
- Strong written and verbal communication skills with excellent proofreading ability.
- Proficiency with video editing software (e.g., Adobe Premiere Pro, Capcut, etc.) and basic graphic design tools (e.g., Canva or Adobe Photoshop).
- Demonstrated ability in visual storytelling, interview direction, and documentary-style video editing.
- Ability to work in a fast-paced environment with quick turnarounds, receiving and implementing feedback constructively and efficiently.
- Passion for humanitarian work and alignment with UOSSM Canada's mission and values.

How to Apply:

Interested candidates are invited to submit their [resume](#) and [marketing portfolio / examples](#) via email to i.atiq@uossm-canada.org Please include “Marketing Coordinator” in the subject line.

Deadline for Application: September 30th, 2026

UOSSM Canada is an equal opportunity employer. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

Thank you for your interest in joining the UOSSM Canada team! Together, we can make a difference in the lives of those in need.