Our company is looking for a content advisor. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for content advisor

- Reviewing and providing feedback on online training courses to ensure the concepts and quality of content align to the various development needs of FAs
- Partnering with the events team, coaching and designations to ensure content design aligns with overall learning strategy within Advanced Advisor Development
- Builds close relationships with Corporate Digital/Social team to develop and implement campaigns and approach to digital
- Engages and provides direct support to Major Capital Project teams, Category Managers, Contracts Manager & Advisors, and provides input into contracting and procurement plans to identify and implement opportunities for local and Indigenous businesses
- Regularly engages with project stakeholders and rightsholders to develop Local and Indigenous Content strategies for projects
- Provide input and assistance to encourage development of local suppliers, working closely with project teams, Policy, Government, and Public Affairs
- Work directly with stakeholders and Indigenous communities which may also include host government representatives, NGO's, and supplier development representatives to identify and lead capacity building initiatives to develop the local supply base through knowledge transfers, partnerships, capability development, capacity development
- Develop measures to track progress in meeting Local and Indigenous

- Translating content into Czech

Qualifications for content advisor

- Ability to work effectively in a global, multi-cultural and virtual environment, whilst under tight deadlines
- Must have 5 years of experience configuring SCCM and using SCCM in a DOD or DHS enterprise environment
- Must have 3 or more years of experience supervising personnel in the updating and maintaining of an enterprise IT environment
- Must possess a Secret or higher clearance
- Minimum 6 years of experience, specifically in an online content management role
- Both strategic and tactical content and web optimization experience (search engine optimization, page loads)