



LIBRARY OF PARLIAMENT
BIBLIOTHÈQUE DU PARLEMENT

The **Library of Parliament** is a non-partisan organization that supports Canadian parliamentary democracy and provides a stimulating and rewarding work environment. We recognize that our employees are our most important asset, which is why we offer excellent benefits, a minimum of four weeks' vacation leave, flexible work schedule options, a 35-hour work week, learning opportunities to support professional and career development, competitive salaries and more!

The Library of Parliament believes that the excellence for which it is known is enhanced by nurturing an inclusive workplace that embraces diversity, values differences and supports the full participation of all employees. The Library is committed to creating and maintaining a diverse workforce reflecting the communities in which we live and work, the clients with whom we work, and Canadian society as a whole.

The **Communications** team is responsible for protecting the reputation of the Library, for raising profile of the Library, and for providing expert communications advice, support and services. The team is accountable for the Library's internal and external communications channels, and has overall responsibility for the vision and strategy for the Library's web resources.

We are currently looking for candidates to staff the following position: **Web Publisher**.

The **Web Publisher** designs, codes, publishes and maintains the digital content for the Library on internal and external websites. The Library is seeking dynamic and detail-oriented Web Publishers to join our team for an exciting web technology migration project. In this role, you will play a pivotal part in transitioning our content to a new content management system. You will work closely with cross-functional teams, including developers, designers, and content creators, to manage and execute the migration process. This is a unique opportunity to enhance your skills in content management and web publishing while contributing to a high-impact project that will shape the future of the Library's digital presence. If you're passionate about web technology and thrive in a fast-paced, collaborative environment, we want to hear from you!

WEB PUBLISHER
OFFICE OF THE PARLIAMENTARY LIBRARIAN

Determinate Positions

CGS-6 (\$66,669 - \$77,854)

(Bilingual staffing – imperative: BBB/BBB)

Note: While this position is eligible for part-time telework, regular on-site presence is required at Library of Parliament workplaces located in the National Capital Region.

For the purposes of this selection process, the competencies listed in the attached Competency Profile will be evaluated.

The following knowledge criteria will also be evaluated:

- Knowledge of best practices and standards for creating effective digital content
- Knowledge of website development and usability principles, including principles related to information architecture, user-centred design, and responsive web design
- Knowledge of web content-management systems, including their capabilities and technical limitations
- Knowledge of HTML 5, cascading style sheets (CSS), Bootstrap and JavaScript

To be considered, candidates must have:

- Post-secondary education related to the duties of the position OR an acceptable combination of education, training and experience
- Experience in using web content and development software, such as Adobe Dreamweaver and Acrobat, as well as the Microsoft Office Suite
- Experience working with HTML 5, cascading style sheets (CSS) and web content accessibility guidelines (WCAG)

Assets:

- Experience with Drupal and its migration processes / modules.
- Experience in quality assurance testing

Candidates retained in this selection process will be required to obtain successfully:

- A second-language evaluation (Bilingual staffing – imperative: [BBB/BBB](#))
- A pre-employment screening

Additional Information:

- The Library of Parliament welcomes all candidates to apply and encourages applications from Indigenous persons, racialized persons, 2SLGBTQIA+ persons, and persons with disabilities for this position.
- This selection process is open to the public.
- This selection process may include a second-language evaluation, a written qualifying exam and an interview. The interview will consist of behavioural, situational and knowledge-based questions. Candidates will be required to pass each stage in order to move to the next stage of the selection process.
- We are committed to providing an inclusive and barrier-free work environment, starting with the staffing process. If you require accommodations during any phase of the evaluation process, please contact us at LOPCareers-CarrieresBDP@parl.gc.ca.

- Qualified candidates from this selection process may be considered for determinate or indeterminate positions at the Library of Parliament that require similar knowledge and/or competencies.
- Education and experience requirements will be used to determine which candidates will be asked to participate in the next stage of the selection process.
- Satisfactory references and proof of education are essential conditions of appointment.
- Travel and relocation expenses are the responsibility of the candidates.
- Only those legally permitted to work in Canada can participate in this selection process.

Apply no later than 5 August 2024 – 11:59 p.m. (Eastern Time).

To apply, please send us your curriculum vitae, along with a covering letter indicating how you meet each of the education and experience requirements of the position.

Please quote your **full name and 24-LOP-99** in your documents and in the subject line of your email.

Send your application by email at LOPCareers-CarrieresBDP@parl.gc.ca.

Questions? Contact Human Resources at 613-617-0943 or LOPCareers-CarrieresBDP@parl.gc.ca.

We thank you for your interest. Please note that only those selected for further consideration will be contacted.
