

## **EMPLOYMENT OPPORTUNITY WITH BANYAN GOLD: Manager, Investor Relations & Communications**

Banyan Gold Corp. ("Banyan") is a TSX Venture mining company headquartered in Vancouver, B.C. which is focused on advancing its AurMac Gold Project, near Mayo, Yukon adjacent to Victoria Gold's Eagle Gold Mine. To learn more about Banyan, visit [www.banyangold.com](http://www.banyangold.com).

### **Job Description**

The **Manager, Investor Relations & Communications** will report directly to the Chief Executive Officer and will work closely with the executive team. This position proactively supports the overall creation and development, and maintenance of and corporate communications programs including investor relations, government relations and community relations.

### **Main Tasks and Responsibilities**

#### Investor Relations

- Develop and maintain the IR Strategy, including key messages for analysts and investors
- Draft investor communications material such as corporate presentations, news releases, fact sheets and announcements
- Arrange for the internal review, approval and distribution of news releases and other external communications
- Monitor and maintain the IR database and schedules, update investor notes and prepare and analyze reports and make recommendations and carry out activities related to investor targeting and marketing
- Compile research for investor follow-up questions and review analyst reports for accuracy
- Monitor, identify and implement IR best practices and trends, industry disclosure best practices and recommend and counsel accordingly
- Create presentations, press releases, and other communication materials for earnings releases, industry events, analyst trips and presentations to analysts, brokers, and investors
- Arrange investor meetings and conferences, compile disclosure record of meetings
- Manage the investor relations portion of the company website

#### External Communications

- Support the development of the External Communications Strategy, including key messages for all external audiences to ensure consistency of message and brand
- Establish and maintain an ongoing community relations plan to build on the mutual relationship with the communities in which we operate
- Research, compose, edit, design and produce publications such as newsletters, brochures, ads, presentations, fact sheets and other correspondence
- Coordinate media relations, research editorial opportunities and proactively identify media opportunities and opportunities to build relationships with key industry media
- Manage the corporate website, including ad hoc postings and be responsible for regularly reviewing the website for accuracy, completeness and appropriate communication of company strategy

- Develop and maintain a social media strategy in line with the best practices of mining company peers
- Develop and implement the company's corporate advertising plan
- Responsible for organization of the photo library

#### **Education and Experience:**

- 7+ years of solid experience in an intermediate level investor relations role
- Bachelor's degree or equivalent in finance, business, communications or related degree
- Experience with counseling senior leaders around disclosure and communications
- Strong knowledge of public markets (exploration and mining industry experience is an asset)
- Strong aptitude to financial analysis and interpretation
- Knowledge of technology and social media
- Proficiency in Microsoft Office (Outlook, Word with advanced Excel and PowerPoint skills)
- Proven ability to build internal and external networks to facilitate message delivery
- Experience with managing outside PR firms and other service providers and communicating with the media

#### **Core Competencies**

- Knowledge and understanding of the exploration and mining industry is an asset; including 43-101 disclosure requirements
- Self-starter, shows strong initiative in day-to-day activities and identifies opportunities to add value with minimal direction
- Innovative in the development of leading-edge IR practices
- Excellent written and oral communication skills for internal/external audiences
- Ability to understand, summarize and communicate financial statements, models and concepts
- Attention to detail, strong editing and proofreading skills
- Ability to work under pressure and manage a number of projects simultaneously
- Strong customer service focus
- Team player, ability to work collaboratively and build relationships with all levels of the organization, including externally with the investment community and in diverse communities
- Confidentiality and judgment in dealing with sensitive information
- Excellent organization, prioritization and time management skills
- Exhibit flexibility based on situations and ability to manage rapidly changing priorities

#### **Travel Requirements**

This position will be required to travel from time-to-time to attend industry conferences, marketing roadshows, and investor site tours.

#### **Compensation**

The final compensation package will be aligned with the qualifications of the successful candidate.

#### **How to Apply:**

Please submit your resume with the email subject line **"Manager, Investor Relations & Communications"** to [info@banyangold.com](mailto:info@banyangold.com). Thank you to all applicants for their interest and effort in applying for this position. Only candidates selected for interviews will be contacted.