

## **Winnipeg Institute of Internal Auditors Advertising Policy for the WIA Website**

### **For employers regarding placement of Job Advertisements:**

*The Winnipeg Institute of Internal Auditors reserves the right to edit all postings for grammatical/style purposes and to refuse postings. Advertisers will be notified about a rejected posting and will have the option to re-submit*

- The rate will be \$150 plus GST per employment position for one month. There will be no refunds.
- **Postings should be in Word or PDF format . They should include the Job title, Description, Company Name, Contact person name, telephone number and e-mail address and position close date.**
- The Postings will remain on our website for 4 weeks (unless term is for a mutually agreed upon shorter or longer period).
- Advertisers will be contacted when the ad is posted, however it will be removed without notification at the end of the posting term.
- **Job postings must be directed toward Internal Auditing. Postings are reviewed for appropriate content only.**
- As part of the advertisement service, an email will be sent to notify all WIA members (who have given consent to the IIA and local affiliate to contact them by e-mail) of the new posting.
- As is a requirement of the IIA, all advertisements must be cleared through IIA International