

Public Communicators Coordinator, City of Chesapeake, VA

Are you experienced with media relations? Do you have exceptional organizational skills? If you have a passion for Public Communications, come join our team.

The City of Chesapeake seeks an experienced professional to serve as a Public Communicator Coordinator. The successful candidate will plan and implement public information campaigns for the City's operating departments, utilizing resources including print, video, internet, and direct message outlets, for both specific projects and overall City messages. Liaises with multiple operating departments, providing communication consultation, support, and project management. Coordinates media relations for operating departments in adherence to Virginia Freedom of Information Act and City policies, serving as both facilitator and/or spokesperson, as appropriate. Coordinates, produces, and hosts (where needed) video productions of all sorts as tools to help convey City information and messages. Writes and edits news releases, social media, web, and long-form publications according to City and industry standards for accuracy and content quality. As needed, utilizes graphic software including Adobe Creative Suite, Canva, and others to support communication requirements. Participates actively in emergency communications efforts as required, including serving during times of crisis outside normal working hours. Performs related tasks as necessary, as assigned by the Director.

Requires any combination of education and experience equivalent to a bachelor's degree in public communications or a closely related field. In addition to satisfying the vocational/education standards, this job class requires a minimum of three years of related, full-time equivalent experience. Requires a valid driver's license and a driving record that is in compliance with City Driving Standards. Employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies. Emergency operations support work and work locations may be outside of normal job duties. Hiring salary \$61,946 to \$82,079 depending upon qualifications. To apply, please complete online applications at the following link, <https://jobs.cityofchesapeake.net/postings/12730> and attached updated resume.