



**VACANCY ANNOUNCEMENT
PUBLIC INFORMATION OFFICER
HIRING RANGE - \$63,373 - \$80,000 DOQ**

Join our team as a Public Information Officer and play a pivotal role in shaping public communication strategies for a dynamic City.

You'll lead efforts in media relations, crisis communication, and community outreach, making a meaningful impact every day. If you're a skilled communicator with a passion for public service, we want to hear from you!

The City of Fredericksburg is seeking a Public Information Officer. Under the Communications Manager direction, performs the responsibilities of a public information professional for the City of Fredericksburg. The primary function is to provide all City departments with communications support, both for internal and external audiences. Performs high level support for public safety agencies, which includes rotating on call responsibilities. Produces regular proactive public safety messaging to inform, educate and communicate important information to residents and businesses. This position supports City messaging; provides counsel to the City Manager, City Council and department heads; manages City relationships with the media and ensures quality and accurate dissemination of information. In addition, this position supports the day-to-day operations of the City's communications initiatives.

Requires a Bachelor's degree in English, communications, journalism, public relations or a related field; with three (3) years' experience in communications, journalism, media, public relations, with a public safety focus or closely related field; Or equivalent education, and/or experience.

Special requirement – Possession of a valid Commonwealth of Virginia driver's license.

Come be part of a knowledgeable and amazing work team committed to excellence in serving a thriving and growing community and the commitment to [City's Core Values](#).

The City offers a competitive benefits package, featuring generous annual and sick leave, health insurance and membership in the Virginia Retirement System. Along with accrued leave, the selected candidate will receive an additional 40 hours of annual leave after completing 30 days of successful employment.

First review will occur on **August 30, 2024**, and the position will remain open until filled. Driving record, and criminal background checks required.

Applications may be found at <https://www.fredericksburgva.gov/Employment>.

Additional information may be found on the City's web page: www.fredericksburgva.gov

The City of Fredericksburg provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

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