

**THE CITY OF SALISBURY**  
HUMAN RESOURCES DEPARTMENT  
City Office Building  
132 North Main Street, 2<sup>nd</sup> Floor  
P. O. Box 479  
Salisbury, NC 28145-0479



## **EMPLOYMENT OPPORTUNITIES**

### **Director of Communications**

*Your Career, Your Community*

As a Director of Communications in the City of Salisbury, you can make a difference! The City is seeking motivated candidates who will perform professional work administering a program of internal and external communications for the City, preparing news releases and presenting statements to media representatives. Responsibilities include but are not limited to performing short and long term planning aimed at increasing marketing and public relation outreach on a local and regional level; developing, editing and placing City news and information into newsletter format; maintaining website content; contacting and developing relationships with news media representatives in order to disseminate information and suggest coverage of City accomplishments; and answering inquiries from media and general public. Join our team for a rewarding career that includes many benefits such as: 401K, Wellness Clinic, Insurance and more.

#### **Minimum Requirements:**

- Bachelor's degree with coursework in Journalism, Public Relations, Marketing or a related field and considerable experience with Public Relations, Local Government or an equivalent combination of education and experience.
- Must have a valid NC Driver's License
- Excellent communication skills required
- Branding experience
- Thorough knowledge of writing and editing techniques required to prepare reports
- Thorough knowledge of public information and modern principles and practices of public relations media.

**Closing Date: December 1, 2014**  
**Salary range: \$48,156.37 - \$65,733.45**

**Please apply online at [www.salisburync.gov/hr](http://www.salisburync.gov/hr)**

For questions please call/visit:

City of Salisbury Human Resources Department, City Office Building, 132 North Main Street, 2<sup>nd</sup> Floor. Phone: (704)638-5217.

**The City of Salisbury prohibits discrimination on the basis of race, color, national origin, sex, veteran status, sexual orientation, religion, age or disability in employment or the provision of services.**

**The City of Salisbury is a Drug Free Workplace**  
**Job Opportunities Hotline: (704) 638-5355**

