



Kalamazoo County Area Schools Employment Consortium

Employment Application

Openings as of 1/25/2016

Communications Specialist

JobID: 3205

Position Type:

Professional Support Services/Public Information Specialist

Closing Date:

02/05/2016

Date Posted:

1/25/2016

Location:

KRESA & Gobles

Position Type:

Full-time, 12-Month

Responsibilities:

Kalamazoo RESA Communications will provide communications services and support to Gobles Public Schools. The overarching goal will be: Improve, Grow, Engage. The collaborative effort will help improve the visual identity and branding efforts of the district, grow the district's visibility, and create print and digital content that engages the community. KRESA will have the person in this position in the Gobles district for two days each week. This employee will work closely with KRESA communications and technology staff to carry out the scope of the work. Our primary focus will be external facing communications and marketing needs; support of internal communications will be built up as communications processes are implemented. This position will support the Superintendent in the area of communications.

Qualifications:

The successful candidate will be skilled in: News (write press releases, take photos, attend school events); Web (keep district web site exciting, appropriate and current); Social Media (Create and post social media content, monitor); Graphics (design web, print, and social media graphics); Print (produce materials such as brochures, flyers, newsletters). Bachelors degree in Communications. Social media working experience. Experience in producing written media for distribution. Graphics experience. Software experience with Word, website content-management systems, social media, and presentation tools. Must have reliable transportation to travel for job. Embraces and supports KRESA philosophies related to diversity, inclusiveness and anti-racism. Ability to interact effectively with individuals from a wide range of cultures. Ability to discuss cultural differences with colleagues and clients. Ability to assess ones own strengths and limitations or challenges and integrate this understanding into interpersonal interactions.

Preferred Skills:

Knowledge of public education, local government, news media, and related political processes. Ability to select and develop appropriate methods, skills and techniques attuned to people's cultural, multicultural or marginal experiences in their environments. Ability to effectively employ multicultural approaches in resolving problems.

Apply online at www.kresa.org/jobs

Kalamazoo RESA is an Equal Opportunity Employer/Program.

Auxiliary aids and services are available upon request to individuals.

It is the policy of Kalamazoo Regional Educational Service Agency that no discriminating practices based on gender/sex, sexual orientation, race, religion, height, weight, color, age, national origin, disability or any other status covered by federal, state or local law be allowed during any program, activity, service or in employment. The following positions at Kalamazoo RESA have been designated to handle inquiries regarding the nondiscrimination policy: Director of Human Resources, Tom Zahrt. Contact information: 269-250-9200, 1819 E. Milham Avenue, Portage, MI 49002.

FMLA regulations require all employers to post the [updated FMLA notice](#).

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