

Job Title	Manager of Communications
Employer/ Agency	The Women's Home
Job Description	The Manager of Communications is responsible for: 1) Creating and coordinating all the written communication to include newsletters, annual reports, and assistance with written appeals, 2) Creating content for all on-line forms of communication to include monthly on-line newsletters and email blasts,, 3) Creating content for all social media outlets including Facebook and twitter, 4) Coordinating special event/public relations efforts including all print calendar listings, pre and post event releases, and 5) Ensuring that brand standards of the organization all followed.
Qualifications	Bachelor's degree. Five years' experience in writing. Good organizational, written and verbal communication skills. Excellent networking and community outreach skills. Ability to work well on a team.
Salary/Hours	Hours: Monday – Friday 8AM – 5PM Salary: DOE
Employer/Agency	The Women's Home
Address	607 Westheimer
City, State, Zip	Houston, TX 77006
Application Method	If interested, please email resumes to Marcia Tapp at mtapp@thewomenshome.org .
Opening Date	Immediate

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.