



Position: Public Relations Senior Director

Summary: C.Fox Communications is seeking an experienced public relations professional to help create and implement strategic public relations campaigns for the agency's wide range of mission-driven clients. The position requires regular outreach to local, regional, and national media as well as strong writing and editing skills and experience in overseeing and managing project teams and staff. The candidate for this position must be able and willing to cross over into multiple industries, as business needs dictate.

Duties and Responsibilities:

1. As a subject matter expert and working with internal and client-side subject matter experts, crafts overall public relations campaigns for clients and plays lead role in their implementation.
2. Leads the development of new story angles to pursue on behalf of clients and crafts pitch letters/news releases to help in communicating the clients' story to the media.
3. Pitches story angles to local, regional, national media online and offline.
4. Proactively nurtures existing media relationships and develops new ones.
5. Works closely with vendors (graphic design, social media, web) to ensure client campaigns are executed creatively, on time, and within budget.
6. Manages day-to-day client relationships, anticipating questions and needs and solving problems while thinking strategically about how to solve client challenges.

Requirements:

1. Bachelor's degree in communications or public relations and a minimum of 5 years media relations experience.
2. Proven experience with national and regional media.
3. Must be able to oversee a mid to large-size client campaign from start to finish from strategy through tactical implementation across multiple public relations channels.
4. Ability to develop the overall pitch strategy from angle development to writing and directing the writing of pitch letters and news releases.
5. Excellent written and oral communications skills.
6. Ability to think strategically and act tactically.
7. Strong organizational skills, familiarity with project management and ability to work in a fast paced environment while meeting short deadlines.
8. Social media knowledge and experience a plus.
9. Positive attitude, team player, and self-starter.

Compensation and Benefits:

1. Competitive salary; individual and organization bonus opportunities; comprehensive medical, dental, pharmacy, vision, long term disability coverage, and life insurance; generous vacation time and sabbatical time off.
2. Convenient and vibrant location in downtown Silver Spring, three blocks from Silver Spring Metro.

To Apply: Submit a well-written, one-page cover letter and resume to brian@cfoxcommunications.com.

About C.Fox Communications:

C.Fox Communications is a small, woman-owned business based in Silver Spring, MD which serves mission-driven organizations through the development and implementation of smart communications strategies that increase awareness, drive business growth and deliver client stories in memorable ways.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin. C.Fox Communications takes affirmative action under the law to employ and advance in employment qualified employees and applicants who are special disabled veterans, veterans of the Vietnam era, and other eligible veterans.