

Community Relations Manager Cover Letter

84361 Hahn SkywayAprilhaven, GA 40714

Dear Sutton Nienow,

I submit this application to express my sincere interest in the community relations manager position.

Previously, I was responsible for support to marketing, community relations and foundation with scheduling, planning and other administrative duties.

Please consider my qualifications and experience:

- Experience in the design, architecture, real estate, or building industries is of interest
- Collaborate with and counsel regional media relations managers on practice area campaigns
- Develop and maintain key media relations contacts
- Strength in collaborating with business partners, including senior leaders both internally and externally
- Proven experience managing multiple competing priorities with strong prioritization and time management skills, self-directed, results-oriented
- Advanced experience utilizing communications tools such as newsletters, websites, and social media
- Strong understanding of the local community - such as previous service with a non-profit program management
- Strong interpersonal, organizational, creative problem-solving skills

Thank you for taking your time to review my application.

Sincerely,

Zion Koch