

Community Relations Manager Cover Letter

1834 Jacobson Path Mertzfort, AK 80908

Dear Stevie Paucek,

In response to your job posting for community relations manager, I am including this letter and my resume for your review.

In my previous role, I was responsible for strategic vision and management of all program development, scheduling, facilitation, training, and evaluation components of Community Matters (CM) initiatives.

Please consider my qualifications and experience:

- Understands the relationship between design, content, and user experience and how to adapt
- Develops press releases for stories pitched to TV, radio and print
- BA/BS in journalism, communications, marketing, public relations or related field
- Outstanding written communication skills are needed
- Member of community boards(s) and organizations preferred
- Knowledge of ENPS, EDIUS and Adobe Photoshop helpful
- Use of social media for information gathering and assessment
- Bilingual, English and French preferred (spoken and written)

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Dylan Walter