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# Example of Communications Leader Job Description

Our innovative and growing company is searching for experienced candidates for the position of communications leader. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for communications leader

* Create an enabling environment for the development of abstracts, presentations, and articles that will enable the program to present its learning and accomplishments around pharmaceutical systems strengthening in a broader forum (to USAID, to the international development community, WHO, program beneficiaries and at international conferences and workshops)
* Identify opportunities for the project to share technical knowledge (conferences, workshops, communities of practice)
* Support the technical team in documentation of lessons learned and best practices identified during implementation
* Promote and facilitate active participation of all project staff in generating, creating, designing, editing and finalizing project communications materials, and work to create a “climate of communication” within the project
* Ensure proper branding and marking of all project materials
* Establish HEOR Communications strategy and vision and oversee the development of a global HEOR communication plan across relevant business units and product teams
* Manage core HEOR communication processes, templates, and products across the portfolio, , the Core Value Dossier, the US AMCP dossier, and HEOR contributions as appropriate to other submissions
* Supervise HEOR Communications Professionals and contractors
* Identifying intersections between the organization’s expertise and health care policy developments
* Through detailed, expert spend analytics and understanding of the supply market(s) and internal business requirements, develop and deliver Category strategies aligned to achieving business goals

## Qualifications for communications leader

* Create a comprehensive and sustainable employee engagement strategy for the organization
* Drive internal engagement by developing effective communication campaigns which ensure that SBI Card’s mission, values and objectives, and progress against these objectives, are clearly communicated to employees
* Manage and implement employee engagement practices at SBIC through detailed surveys to identify the organizational areas where interventions can be designed to improve the engagement levels
* Work with cross-functional teams to identify unique division/location needs while balancing the overall purpose and requirements of the employee engagement strategy
* Work along with HR/ OD head to devise creative and impactful ways to deliver and develop Organizational Culture and effective change Management Strategies
* Conduct employee focus groups to complement engagement surveys