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# Example of Senior Manager, Corporate Communications Job Description

Our company is growing rapidly and is looking to fill the role of senior manager, corporate communications. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for senior manager, corporate communications

* Advise Gaithersburg site business partners and provide strategic communications counsel in support of site-wide initiatives, programs, and events
* Manage MedImmune’s Gaithersburg plasma screens including editing content, managing the schedule, and uploading submissions for posting
* Serve as the Communications Lead for Discovery Meadows, Gaithersburg’s new child care facility for AstraZeneca/MedImmune employees
* Provide strategic communications counsel to the Site Leader as needed
* Partner with Mountain View-based employees to support local pull-through of global initiatives and activities identify compelling local content to highlight globally
* Provide communications support for the transition to the new South San Francisco Site
* Managing all aspects of engagement and communications with targeted research firms to secure positive analyst reports, including managing analyst evaluation processes, timelines, deliverables, reviews, and approvals
* Managing day-to-day analyst research firm relationships to drive exceptional program results (analyst coverage, leadership positioning in analyst evalutions, customer referrals from analysts)
* Developing and supporting the execution of analyst outreach strategies for product news, thought leadership, case studies, and partnership announcements
* Facilitating research requests from product strategy, product marketing, and business development stakeholders

## Qualifications for senior manager, corporate communications

* Series 7 registered a significant plus
* Degree holder with over 10 years of relevant experience in managing corporate communications and corporate social responsibilities of various industries
* Excellent communication and language skills, both English and Chinese
* Be sensitive and proactive to evaluating any reputation risk
* Good understanding of marketing mix and business requirements
* Good judgement, innovative, and able to think outside the box