Downloaded from <https://www.velvetjobs.com/job-descriptions/senior-manager-internal-communications>

# Example of Senior Manager, Internal Communications Job Description

Our innovative and growing company is looking for a senior manager, internal communications. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for senior manager, internal communications

* Manage content across multiple enterprise channels that engages employees and helps forward our communications goals
* Support large-scale employee events managed by the internal communications team
* Partner with various business groups and/or corporate functions to develop communications plans, messaging, other support materials
* Build relationships with key stakeholders across the company to support communications plans and projects
* Stay on top of new industry trends in employee communications to help advance our work
* Minimum of 8 years relevant experience developing compelling, innovative and engaging employee communications campaigns and content
* Strong writer and storyteller
* Knowledge of and experience working with digital media (intranets, video, social media, mobile)
* Ability to work as an independent, self-starter with urgency and a results-oriented mindset
* Ability to proactively address challenges and recommend innovative solutions to the team

## Qualifications for senior manager, internal communications

* Bring support to the Zone President and leadership team
* Align and mutualise practices, increase collaboration among people in charge of IC in countries
* Foster cross-fertilization among countries
* Raise the overall level of competencies
* Contribute to the animation of zone projects
* Experience in the technology industry preferred human resources