



Example of Corporate Communications Job Description

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Our company is looking to fill the role of corporate communications. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for corporate communications

- Responsible for working with the team drafting press releases, newsletters and various external and internal correspondence
- Contribute to the development of go to market strategies and solutions for prioritized categories
- Oversees design, development
- Proactively consults with corporate management and line of business leadership to identify and develop public and associate engagement strategies that facilitate senior executive priorities and the company's overall business success strategies throughout the corporate footprint
- Collaborates with internal business partners and line of business leaders to enact and regularly assess change management strategies designed to foster associate understanding and commitment to corporate, line of business, and/or corporate service initiatives
- Creates associate volunteer and engagement initiatives to reinforce the company's value of Commitment to Service help meet CRA goals for community service
- Collaborates with the rest of the marketing team and the CMO to ensure that the voice of the associate is represented in developing brand standards and creative approaches
- Serves as the primary communications resource for business continuity/recovery, crisis management, and the associate focused resource for corporate development activities
- Directly supervises associates in the Corporate Communications department

meetings

Qualifications for corporate communications

- Minimum of 3 years of experience in corporate communications or consulting environment
- Demonstrated experience in communication execution
- 8+ years' experience in strategic issues communication and management
- Ability to manage and influence top leaders at the company
- Strong and open leadership style
- Demonstrate a visionary ability to build a best in class strategic communications program