

Director of Communications and Impact

Woodward Hines Education Foundation
Jackson, MS

POSITION SUMMARY:

This position is responsible for advancing Woodward Hines Education Foundation's mission impact by building the brand reputation of Woodward Hines Education Foundation (WHEF) through strategic communications programs and initiatives. This position plays a key function in leading and supporting WHEF's strategic initiatives by overseeing all aspects of communications, branding, strategy and analysis, market research and conveying social and financial impact.

EDUCATION:

Minimum of an undergraduate degree in public relations, marketing, business, public policy, or related field with 8 years of experience working in communications or related department. Accreditation in Public Relations (APR) is preferred but not required.

COMPETENCIES/ATTRIBUTES

The successful candidate will be or possess:

- An affinity for philanthropy, education, and the nonprofit community.
- Demonstrated leadership with strong initiative and self-directing skills, creativity, imagination and promotion of innovation.
- Understanding of how communication strategies can lead to social and community change.
- Understanding of the role public policy plays in creating meaningful systems change.
- Excellent communication (written and oral), presentation and listening skills for multiple and diverse audiences and communities.
- Ability to make well-reasoned decisions as a part of a team and in the best interests of the foundation for the present and future, and the ability to work and plan collaboratively and effectively with individuals of diverse backgrounds.
- High level of personal and professional integrity and ethics.
- Advanced organizational and management skills, strategic thinking, and capacity to see both the larger picture and the detailed steps needed to achieve success.
- Creative problem solving and conflict resolution expertise.
- Ability to lead, direct, and mentor a team.
- Strong interpersonal and customer service skills.
- Experienced and comfortable working with diverse populations.
- Ability to work under pressure, meeting multiple deadlines.
- A sense of humor and a healthy yet well managed ego.

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OUR VISION AND MISSION:

In order for our foundation to succeed, all our positions and the people who occupy them are bound by our mission and driven by our vision.

The mission of Woodward Hines Education Foundation is to help more Mississippians obtain postsecondary credentials, college certificates, and degrees that lead to meaningful employment.

We envision a Mississippi where all people can secure the training and education beyond high school that will allow them to enhance their quality of life, strengthen their communities, and contribute to a vibrant and prosperous future for our state.

Please submit a cover letter, resume, and two (2) writing samples to:

Woodward Hines Education Foundation
ATTN: Human Resources
PO Box 5008
Jackson, MS 39296

Applications must be received by April 23, 2018.