
COMMUNICATION & MEDIA SPECIALIST

The Jones Center at Ichauway invites applications for the **Communication & Media Specialist** position. The successful candidate will assist in facilitation of internal communications efforts, provide graduate student support, and support digital and printed media creation. This position reports to the Outreach & Education Coordinator and works with staff in Education, Conservation, and Research.

This position will work onsite at the Jones Center a 28,500-acre research center in southwestern Georgia between Albany and Bainbridge. The Center's research, education, and conservation programs focus on ecology and natural resource management. The site includes 16,000 acres of longleaf pine forests, over 1,000 acres of wetlands, and 26 miles of stream and river ecosystems. Further information can be found on the Jones Center's website www.jonesctr.org.

Job Requirements:

- B.S. or B.A degree (preferably in communications, journalism, or a natural resource-related field)
- Demonstrate excellent written and oral communication skills.
- Assist in the facilitation of employee engagement events, professional development training, and technician and student onboarding.
- Develop productive and professional relationships with home universities' student affairs personnel to support recruitment of diverse and high quality seasonal technicians and graduate students.
- Support digital and printed media development including, but not limited to, social media, newsletters, publication briefs, outreach materials, and basic webpage content.
- Coordinate communication and logistics between students/post baccalaureates in workplace and professional development training programs and staff.
- Support internal events management.
- Foster a positive workplace culture.

Candidates with the following skills are preferred:

- At least one year of relevant work experience
- Familiarity or basic knowledge in wildlife, forest, and/or water resource ecology
- Outreach, teaching, or public relations
- Well-versed in the use of social media and other digital communications platforms (i.e. webpage, digital newsletters, popular press articles)

Wages: Compensation is commensurate with qualifications and experience and includes a competitive benefits package.

To Apply: E-mail a completed application to: jobs@jonesctr.org Subject: **Communication & Media Specialist**. An application can be found at www.jonesctr.org/jobs/ Applications received by 3/1/2024 will receive preference. Send specific questions regarding the position to the Outreach & Education Coordinator, Rachel McGuire (rem@jonesctr.org).

The Jones Center at Ichauway aspires to fully embrace equity, diversity, and inclusion. We reject all forms of racism including overt and systemic, prejudice, discrimination or hate toward any race, ethnicity, culture, age, gender, sexual orientation, gender identity, ability, national origin, veteran status, socioeconomic class, religion, or professional status. The Jones Center at Ichauway is an equal opportunity/affirmative action E-verify employer.