

PUBLIC RELATIONS MANAGER: MARKETING & COMMUNICATIONS

THE ORGANIZATION

Our mission is to lead in the development and growth of long-term diversified business and employment opportunities by creating innovative solutions that generate increased wealth and enhanced quality of life for the citizens, businesses and institutions of the St. Louis region.

The St. Louis Economic Development Partnership (formerly St. Louis County Economic Council) marks a new era of collaboration within St. Louis by aligning regional efforts in business development, business finance, entrepreneurial support and international trade services.

Today, the Economic Development Partnership provides a broader range of services than most agencies of its kind, boosting innovation and entrepreneurship, attracting and retaining companies, increasing the region's international reach, and revitalizing municipalities, the partnership has become a key facilitator of regional growth for businesses and communities throughout the St. Louis Metropolitan area.

Accredited Economic Development Organization



St. Louis Economic Development Partnership is proud to have earned the distinguished title, Accredited Economic Development Organization (AEDO) from the International Economic Development Council (IEDC). The accreditation signifies the professional excellence of economic development entities throughout North America.

THE POSITION

Summary: The St. Louis Economic Development Partnership is seeking an experienced public relations professional to be a part of its Marketing and Communications team. Responsibilities include plan public relations, internal communications, speech writing, development of talking points papers and briefing books on economic development projects.

This individual must be an exceptional writer and communicator and possess a strong working knowledge of new media. This is an exciting opportunity to work in the fast-paced world of economic development, shaping the way key audiences view St. Louis.

This position will direct report to the Vice President of Marketing and Communications.

Duties and Responsibilities:

- Responsible for organizing and executing all Partnership events.
- Coordinate and organize media and public relations that engage the organization's key audiences
- Lead media relations materials development (press releases, message Q & A, talking points, briefing books on economic development projects, press packets, letter of support, etc.)
- Plan and execute Partnership events, under the direction of the Vice President of Marketing and Communications (guest lists, invitations, catering, audio/visual and vendor management)
- Manage and maintain media lists
- Other duties as assigned.

THE NEED

Professional qualifications for this position include:**EDUCATION: Bachelor's Degree in Marketing/Communications or related field****EXPERIENCE:**

- 3-5 years public relations or communications experience
- The ability to take factual information and transform it into exciting and useful messages and stories
- Highly collaborative style; experience developing and implementing communications strategies
- Exceptional writing/editing and verbal communications skills
- Relationship builder
- Demonstrated experience writing for multiple forms of media; including web, print, social & video
- Knowledge of media relations techniques such as press releases, media alerts, press conferences and personal pitches
- Event management skills; including guest lists, invitations, catering, audio/visual, planning and execution

INTERPERSONAL CHARACTERISTICS: Strong written and verbal communication skills are required. High Energy, maturity and leadership with the ability to align messages under the Partnership's core communications goals is must. It is expected that the selected candidate will recognize and respect diversity and work effectively with people of other backgrounds and cultures and will have a desire to make a positive difference within the community.

THE REWARD

Commensurate with experience, we offer a competitive base salary and a culture which fosters and supports creativity and innovation. The St. Louis Economic Development Partnership offers a full range of employee benefits as well.

Interested and qualified applicants should submit their resume along with salary expectations to:
careers@stlpartnership.com.

Also, applicants are encouraged to visit our website to learn more about the organization:
<https://main.stlpartnership.com/about-slcec.html>

The St. Louis Economic Development Partnership is an equal opportunity employer. The organization considers applicants without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.