



Job Announcement

February 2019

Director of Communications & Marketing

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The League of California Cities is recruiting for a Director of Communications & Marketing who is responsible for leading all communications and marketing efforts that include planning, development and implementation of a long-term marketing & communication vision, both external and internal.

Communications & Marketing Department

The Communications & Marketing Department serves the entire organization by providing support for the League's wide range of activities and services. The department manages the League's website, production/publishing of its weekly e-newsletter, social media channels, press relations, publications, collaterals and reports, photography, messaging, scripting and article development and editorial assistance throughout the organization. Individual and collective contributions by team members reflect the department's commitment to quality communication, customer service and excellence.

The League

Headquartered in downtown Sacramento, since 1898 the League of California Cities® has been an active partner in local government. Providing legislative advocacy, educational and informational services to cities, the League's mission is to enhance the quality of life for all Californians by protecting local control. Reflecting the diversity of California, each of the League's employees is a vital partner in the organization's mission and success

Qualifications & Experience

A Bachelor's degree in journalism, marketing, public relations or related field. Graduate degree in a related field is desirable. Minimum ten years progressively responsible experience with demonstrated success in communications, marketing, media relations, public affairs, web strategy, site administration, website administration and technical support or a combination of education and experience which provides the required knowledge, skills, and abilities. Expert knowledge of brand management, optimization strategy, technical project planning and implementation. Some direct connection to local government and knowledge of California media markets preferred.

Work Schedule and Travel

The normal workweek for this position is Monday through Friday, 8:30 a.m. to 5 p.m. Automobile and airline travel required in normal course of job performance.

Compensation & Benefits

- **Salary:** Depends on Qualifications
- **Retirement:** California Public Employees Retirement System (CalPERS) 2% at 62 for new CalPERS members; 2% at 60 for classic CalPERS members
- **Deferred Compensation:** Employees may defer up to \$19,000 per year through the League's ICMA/RC defined contribution plan.
- **Health and Dental Employees:** Employees participate in an optional benefit program that includes dental insurance, vision insurance and medical coverage selected from three HMO and two PPO plans.
- **Life Insurance:** League-paid \$50,000 life insurance coverage for employees; supplemental employee-paid coverage is available.
- **Other Benefits:** Under employer's optional benefit program, employees may use a portion of their salaries on a pre-tax basis to cover childcare and/or certain health care expenses.
- **Vacation:** Two weeks annually; three weeks after five years of service.
- **Holidays:** League employees receive twelve paid holidays annually.
- **Sick Leave:** Employees earn twelve days annually.

Recruitment/Decision Schedule

Recruitment for the Director of Communications & Marketing will be ongoing until the position is filled. The goal is to complete the recruitment process at the earliest opportunity and welcome the new team member on board as soon as possible.

Application Procedure

Please submit a cover letter, resume and salary requirements to:

Email: careers@cacities.org

Subject Line: Director of Communications & Marketing

Please be prepared to submit three professional references.

Employment opportunities are located at: www.cacities.org/employment

Reflecting the diversity of California, the League of California Cities is an equal opportunity employer.