

**Job Posting
Communications Manager
December 2017**

The Community FoodBank of New Jersey (CFBNJ) is a non-profit organization whose mission is to fight hunger and poverty in NJ by assisting those in need and seeking long-term solution. It distributes 50 million pounds of food a year to more than 1,000 non-profit programs, as well as more than 400 programs served by its Partner Distribution Organizations (PDOs). More than 4.7 million times a year, someone in need is fed by Community FoodBank of New Jersey's network of partner charities. A designated 501(c)(3) charitable organization, the Community FoodBank of New Jersey is a member of Feeding America, the nation's largest network of food banks, as well as a member of the New Jersey Federation of Food Banks.

The Community FoodBank of NJ is looking for a Communications Manager to join our Marketing team. This role will report directly to the Director, Development & Gifts and will support the staff across two New Jersey facilities. The role is located in the Hillside, NJ office.

In this role, you will gather and create compelling stories/content and visuals/videos about the FoodBank, its people, programs and partner charities for web, e-news, events, newsletters and social media. In addition, you will plan, write and edit all content for newsletters, e-news and e-blasts; manage social media accounts (content, ideas, strategy, analytics); edit/design website and update with original content (stories, photos, videos); public relations/media outreach efforts (press releases, pitches, media plan) and monitoring. You will manage internal and external communications, prepare messaging for leadership; and edit organization's content and create copy as well. This role will manage a Marketing & Communications Coordinator. .

Qualified candidates will have a minimum of a Bachelor's Degree in Marketing, Communications or other related field (Master's preferred), along with at least 5 years in a PR or Communications role, with one year of experience managing staff. Must be proficient in HTML, web editing and writing, WordPress, Google Analytics/AdWords, Photoshop and Premiere, knowledge of Raiser's Edge Luminare and/or Team Raiser a plus. Technical aptitude (Microsoft Word and Excel) is essential for success, along with a positive, can-do attitude, excellent communication and interpersonal skills, a high degree of self-motivation and the ability to work well on a team and learn new concepts quickly.

Qualified candidates should send a resume to marisas@creativeworkforce.com.