



Chicago Metropolitan Agency for Planning

233 South Wacker Drive
Suite 800
Chicago, Illinois 60606

312 454 0400
www.cmap.illinois.gov

CMAP Communications and Outreach Department Digital Communications Senior October 10, 2019

The Chicago Metropolitan Agency for Planning (CMAP) is hiring a Digital Communications Senior to provide strategic and editorial leadership for the agency's digital communications, including its website, blog, weekly e-newsletter, and social media channels. CMAP is our region's official comprehensive planning organization. The agency and its partners are now implementing ON TO 2050, a new comprehensive regional plan to help the seven counties and 284 communities of northeastern Illinois implement strategies that address transportation, housing, economic development, open space, the environment, and other quality-of-life issues. See www.cmap.illinois.gov for more information, and details regarding benefits are at www.cmap.illinois.gov/about/careers#benefits.

Position Purpose

The Digital Communications Senior will develop cross-platform strategies for the agency's website, social media channels, and weekly newsletter that align with the agency's priorities and goals and manage the timely execution of those strategies. This position will also be responsible for the planning and launch of an agency blog. The Digital Communications Senior will take a leadership role in concepting, managing development of, and executing digital content to advance policy and planning priorities of the agency. This will require working with high-performing staff within and outside the CMAP communications team as well as web and design consultants as needed. The salary range available for this position is \$67,014 to \$83,082.

Knowledge, Skills, and Abilities

The successful candidate will be able to demonstrate success in developing digital strategies for social media and other online properties. Experience taking technical material and turning it into accessible and engaging digital content such as video, blogs, and e-newsletters. Solid experience developing strategic communications plans and using varied but integrated media for online marketing and promotion of high-profile initiatives, products, and other key deliverables to communicate to a variety of stakeholders. The candidate has experience setting, measuring and analyzing online metrics and then applying those learnings to optimizing digital channels. The successful candidate should be comfortable using a variety of software and apps, including content management systems, HootSuite, Adobe Creative Suite, Constant Contact, among others and have experience working with a variety of internal stakeholders including subject matter experts, designers, and senior-level staff.

Education and Experience

A Bachelor's degree in English, Communications, Journalism, or a related discipline and at least five to seven years of experience working in communications, advertising, or public relations is required.

How to Apply

Submit cover letter and resume via the web at www.cmap.illinois.gov/about/careers. Please refer to **Job Code (DCS1019)**. This posting will close on November 12, 2019 at 5:00 p.m. CST. All applications must be completed and submitted within that timeframe.

*The Chicago Metropolitan Agency for Planning is an Equal Opportunity Employer.
Metropolitan Agency for Planning does not sponsor H1B visas.*