

## Director of Communications

The Communications Office of the Diocese of Erie is seeking candidates for the position of Director of Communication. The Director of Communication is responsible for managing and directing the necessary resources to evangelize and to enhance understanding and love for Jesus Christ and the Catholic Church in the thirteen counties of Northwestern Pennsylvania. In this position the Director serves the bishop, senior leadership of the Diocese of Erie as well as clergy by providing counsel regarding communication strategies; and managing the reputation of the diocese, including parishes and schools, with engaging internal and external communication initiatives.

The Director of Communication will be the chief administrator of the Communications Office and will provide direction and oversight to their activities including the creation and production of *Faith Magazine*, the weekly production of *Diocese of Erie-News*, the maintenance the website and the creation of specialized publications.

### Qualifications

Must have a bachelor's degree in communication or related field; at least five to seven years of professional experience managing communication or related discipline, including public relations and marketing. Must have a love for the Catholic Church and the desire to evangelize, invite, and inspire through all aspects of the work involved.

### To Apply:

For best consideration, please apply by **March 27, 2023**. Applications will be accepted until the position is filled. Full position profile and application may be found at <https://www.eriercd.org/employment.html>.

Applicants must submit a cover letter, resume, certifications, references and a signed and completed job Application Form in one of two ways:

- 1) Email all materials to: [hrinfo@eriercd.org](mailto:hrinfo@eriercd.org). (Application form must be scanned, completed, signed, and scanned.)
- 2) Mail to HR, Attn: Director of Communications Search, 429 East Grandview Blvd., Erie, PA 16504