



Communications Manager

Position Summary

This position is responsible for planning, developing, and coordinating the partnerships with local community groups to develop and implement strategies to cover specific regions and hard-to-count communities of Albuquerque/Bernalillo County in support of the Decennial Census.

The candidate should have deep ties to and in-depth knowledge of the Albuquerque/Bernalillo County community in which the position is located. They will be involved with community organizations in an effort to develop partnerships with diverse communities, including grassroots work and connections to a broad array of leaders, centers of influence, and/or neighborhoods.

The individual selected for this position will:

- Plan, develop, and coordinate partnerships to ensure activities at all levels are carried out, resolves problems encountered, and mediates and negotiates disagreements.
- Address questions, concerns and issues related to current and potential partners and stakeholders.
- Establish and nurture partnerships with local community groups to develop specific strategies to eliminate enumeration barriers in targeted regions in support of the Decennial Census.
- Establish and nurture partnerships with local community groups to develop specific strategies to cover targeted regions and hard-to-count communities of Albuquerque/Bernalillo County in support of the Decennial Census.
- Develop presentations, give briefings, conduct meetings, attend community events and promote partnerships with various groups, including local community groups and small businesses.

Preferred Qualifications

- Bachelor's Degree or equivalent
- Flexible schedule allowing for evening and weekend work
- Experience with field canvassing work
- At least three years combined experience in the following:
 - Experience interacting and dealing with the community, community organizations, the public, state, and local government officials, and organization program officers in New Mexico.
 - Assisting with planning and implementing the goals and objectives of regional outreach.
 - Assisting with communication principles, methods, and techniques for the development of campaigns.
 - Experience applying analytical techniques and interpersonal relations when dealing with targeted audience, the public, state and local government officials, and communities.
 - Experience analyzing the views and opinions from organizations and developing recommendations for stimulating interest in activities.
 - Experience developing communication material, principles, and techniques for the development of campaigns.
 - Experience conducting public affairs programs involving public information community relations activities and seeking cooperation.