



Organization: Virginia Union University (VUU)

VUU, founded in 1865, is one of the oldest historically black colleges in America, and is a premier liberal arts institution located in Richmond, Virginia. The University is accredited by the Southern Association of Colleges and Schools and provides a nurturing, intellectually challenging and spiritually enriching environment as it develops scholars, leaders, and lifelong learners. Virginia Union University has a student body of approximately 1700 undergraduate and graduate students (in the School of Theology).

Organizational Contact: Ms. Deborah Jones, HR Director

Position Title: Director of Public Relations

Position Type: Full-time

Job Description: The Director of Public Relations is responsible for strengthening the identity of the University and ensuring a communication strategy consistent with the University's vision and mission. In this role, the Director produces the President's Annual Report and the UNIONITE magazine. The Director is the official spokesperson for the University and works with media outlets to publish timely information. He or she compiles press releases for the university and edits all official documents. In addition, the Director oversees the content of the university website, university photography, and graphic design. He or she advocates on behalf of the University with external stakeholders and the media across all communications channels and develops university advertising. The Director manages daily operations and staff of the Office of University Relations, including a graphic design specialist and a web content coordinator.

Requirement/Qualifications: The successful candidate must be an excellent writer, editor, and speaker. A bachelor's degree in mass communications, journalism, public relations, or marketing is required. Extensive knowledge of public relations strategies, crisis communications, and strategic messaging is a must. A proven track record of measurable success and a minimum of five years of experience in the field is a necessity.

Salary: Commensurate with Education and Experience

How to Apply: For qualified applicants, the application packet should contain a cover letter, resume, and a list of three professional references along with contact information. Submit complete packet electronically to Resumes@vuu.edu

Persons who need reasonable accommodation under the Americans with Disabilities Act to participate in the application process should contact the Office of Human Resources at 804-257-5841.

The selected applicant may be required to submit to a background investigation. VUU is an Equal Opportunity Employer. We consider qualified applicants without regard to race, color, religion, sex, national origin, sexual orientation, disability, gender identity, protected veteran status, or other protected class.