

Strategic Communications Manager - Human Nutrition
Research Center on Aging
Tufts University

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Posted Aug. 29, 2024, set to expire Jan. 11, 2025

Job Title	Strategic Communications Manager - Human Nutrition Research Center on Aging
Department	
Institution	Tufts University Medford, Massachusetts
Date Posted	Aug. 29, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Communications/Public Relations
Job Website	https://jobs.tufts.edu/jobs/20894?lang=en-us&iis=Job+Board&iisn=AcademicKeys

Apply By Email

Job Description

Overview

The mission of the USDA Human Nutrition Research Center on Aging at Tufts University (HNRCA) is to promote healthy aging through nutrition science to empower people seeking to enjoy long, active, and independent lives. HNRCA investigators examine how nutrition and physical activity play a role in the prevention of the major chronic degenerative conditions and diseases associated with aging.

What You'll Do

The Strategic Communications Manager develops and recommends a communications strategy that promotes the goals, values and mission of the school or division. Develops and oversees high-quality, effective materials and messaging including researching and writing effective communications pieces. Creates design and layout of publications; develops and implements communications and

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marketing plans and projects; develops and oversees the design and content for website and social media communications. Evaluates and reports on effectiveness of communications strategies and makes decisions on changes or improvements. This individual manages the communications budget, hires and trains communications staff including consultants and vendors. The Strategic Communications Manager works with university-wide committees and work groups and provides public relations support and planning for school/division.

Essential Functions:

- Researches and writes high-quality, effective communications materials which support communications projects and strategies for school/division
- Creates design and layout of publications which reinforce brand and message strategy
- Oversees the development of design and content for website; ensures compelling website appeal and works with web developer on enhancements
- Develops and oversees content for social media communications; evaluates effectiveness and makes decisions about improvements and new initiatives
- Presents reports on overall communications strategies; evaluates results and proposes future directions and strategies
- Hires, trains and oversees professional and support staff, students and temporary workers
- Manages budgets
- Manages hiring, evaluation and oversight of outside vendors and consultants

What We're Looking For

Basic Requirements:

- Bachelor's degree in related area of study and 5-7 years of professional communications experience

Preferred Qualifications:

- Advanced degree and experience in education or non-profit setting preferred

Pay Range

Minimum \$85,650.00, Midpoint \$107,150.00, Maximum \$128,600.00

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect pay between the minimum and midpoint of the range.

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Contact Information

Please reference Academickeys in your cover letter when
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Contact

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