

Public Outreach Coordinator
Salary \$56,472.03 to \$106,998.45
Closes 5:00 p.m., Thursday, 10/25/2018

Anchorage Water and Wastewater Utility (AWWU) is an enterprise activity of the Municipality of Anchorage, providing services through joint management of distinct regulated utilities for water service (Anchorage Water Utility) and wastewater service (Anchorage Sewer Utility). AWWU is renowned nationally throughout the industry for its excellence in management and its commitment to ensuring reliable service, safeguarding public health, and protecting the environment, long into the future.

Anchorage Water and Wastewater Utility is recruiting for a Public Outreach Coordinator. Working under the direction of the Administrative Services Division Director, this position acts as the Public Information Officer, managing and overseeing publicity and public relations activities of the Utility. The Public Outreach Coordinator develops and implements a comprehensive communication plan identifying goals and performance measures for the Utility's public outreach; coordinates and prepares news releases, publications, public displays, lectures and educational presentation; manages the Utility's brand through frequent, positive and consistent messaging in communications with the public; and, identifies and promotes opportunities to engage customers and the public to enhance understanding of AWWU's core purpose, mission, vision and values.

AWWU is looking for an individual with exceptional communication and interpersonal skills. This position requires a thorough knowledge of public relations and considerable media knowledge, as well as the ability to make presentations to citizen groups. The successful applicant will promote excellence through innovation, coordinating strategies to recognize water and wastewater industry events. The position requires excellent judgment, integrity, and intelligence, as well as the ability to address multiple tasks and activities with competing priorities in a dynamic environment.

This is an outstanding opportunity for the right professional to work with outstanding staff in a high functioning, dynamic organization.

Qualifications:

Bachelor's degree from an accredited college or university with a degree in an appropriate field and six (6) years of progressively responsible experience in the media and/or public relations.

Must have a valid driver's license at the time of hire. For all applicants, employment is conditional based on a satisfactory background check which includes criminal, education, and employment history.

Substitution:

Appropriate experience may be substituted for the degree on a year for year basis, which provides the expertise to effectively perform the duties of the position.

The Municipality of Anchorage offers a comprehensive benefits package that includes a choice of health insurance plans, life insurance, vision, audio, dental, and Long Term and Short Term Disability plans. There is a voluntary 401k and 457 Deferred Compensation plan. Annual leave is accrued at various rates depending on the length of service with the Municipality of Anchorage. The Municipality is a member of the Public Employee's Retirement System (PERS). This position is appointed by the Mayor and serves at the pleasure of the Mayor. For more information about the Anchorage Water and Wastewater Utility, please visit our website at www.awwu.biz. The Municipality of Anchorage is an Equal Opportunity and Affirmative Action Employer.

To apply, e-mail your letter of interest, detailed resume, and at least three references to the AWWU Administrative Services Director at: Alyssa.Farrar@awwu.biz.