



MULTIMEDIA COMMUNICATIONS SPECIALIST

Hanover County is seeking an excellent visual storyteller who is looking for an opportunity to work in a positive team environment! As a multimedia communications specialist, this person will successfully work individually and with a team to creatively produce custom videos, graphics and social media posts that help to tell the story of Hanover County and build relationships with the community.

This is a professional position. The employee develops and produces creative multimedia materials including video, graphic designs and photos for the county's official website and social media platforms. The employee serves to promote positive community engagement and performs tasks to assist with properly and accurately communicating issues of importance to internal customers, residents, businesses, media, and other interested parties on behalf of the County.

Essential Functions:

- Assists the Director of Communications and Community Engagement in meeting the County's communications and public engagement objectives.
- Assists with creating, producing, and editing videos for use on the County's website and multiple social media platforms.
- Responsible for necessary production details, including scheduling, filming, editing, and placement on the County's website/social media platforms when approved.
- Assist in developing content and designing campaigns for county programs, proposals, and initiatives.
- Designs graphics and other marketing materials.
- Assists with social media messaging and information distribution, including recommendations for creative improvements and measuring success of social media campaigns.
- Assists in taking photographs at County events.
- Assists in the set up and video production of county press conferences and newsworthy events.
- Works with other departments as assigned to cross-promote their activities and programs
- Assists Director of Communications and Community Engagement in providing support for Board members, which could include video and graphic presentations.
- Assists with other presentations including PowerPoint as needed.
- Meets weekly with Communications Director and Communications Specialist to discuss short and long term objectives.
- Special projects and assignments.
- Performs other duties as assigned, including occasional assignments outside normal work hours.

Hiring range is \$56,000 - \$65,000, plus excellent benefits. For more information or to apply for this position, please visit our career site at www.hanovercountyjobs.com (804) 365-6075.