



COMMUNICATIONS MANAGER AND EVENTS COORDINATOR – TOWN OF WEST POINT, VIRGINIA

The Town of West Point, Virginia is seeking qualified applicants for the newly formed position of **Communications Manager and Events Coordinator**. The Town of West Point is in east-central Virginia on the Middle Peninsula and is situated at the confluence of the Mattaponi and Pamunkey Rivers that forms the York River. The Town has a population of 3400+, offering a top-ranking public-school system and named one of the safest towns in the Commonwealth of Virginia.

The Communications Manager is a Department Head position and will serve as the Public Information Officer for the Town. The Communications Manager also manages communications and implements programs to provide public information to the Town 's citizens as well as planning and coordination of Town sponsored events.

The candidate would have a bachelor's degree in marketing, public relations, tourism, or closely related field. Five (5) years of progressively responsible experience in marketing, public relations or tourism or any combination of training and experience which provides the required knowledge, skills, and abilities.

Anticipated starting salary: \$76,345.00 (Grade 26).

Excellent benefits package to include Virginia Retirement System, Group Life Insurance, Health Benefits, Paid Vacation/Sick Leave, and access to other voluntary benefit programs.

Visit: <https://www.governmentjobs.com/careers/west-point> to apply and submit resume. You may also view the complete jobs description. Any questions, please contact Human Resources at

humanresources@west-point.va.us

Application Deadline: December 22, 2022

The Town of West Point is an Equal Opportunity Employer