

Public Information Officer (Part Time)- the Township of Cranford (Union County) is seeking an experienced professional to oversee the municipal newsletter, social media, municipal website, and media relations. The candidate must have excellent communication skills, be well organized, and have the ability to interact effectively with the public, employees, and government officials.

Qualified candidates for this part-time position should have a degree in media relations, journalism, public affairs, communication, or a related field of study, with 5 years' experience. Strong writing skills and social media experience are essential. Proven crisis communications experience a plus. Experience with web management, photography, and graphic design desirable.

Consistently named as one of the best Downtowns in New Jersey, Cranford is a unique, vibrant, transit village with a highly ranked school system. Cranford has a full-time police and fire department, a recreation department with three swim pools, a department of public works, a municipal library, and a downtown management corporation.

Qualified candidates are invited to electronically submit a cover letter, professional resume, a writing sample, and salary expectations in one PDF to the Assistant to the Township Administrator, Ashley Osieja, at a-osieja@cranfordnj.org.

Please include "Public Information Officer Submittal" in subject line.

The Township will review submissions and reserves the right to interview and/or appoint a candidate, as they are received and prior to the deadline. Successful applicants may undergo a background check prior to appointment. For more information visit:

<https://www.cranfordnj.org/home/pages/employment-opportunities> .

Cranford is an Equal Opportunity Employer.