**Director of Communications**

**Central Indiana Community Foundation**

Looking to work with people as intelligent, dedicated, and passionate about the transformative power of philanthropy as you are? Then welcome to Central Indiana Community Foundation (CICF). CICF is seeking an experienced creative professional to direct communications for the Foundation.

This person is responsible for directing all communications and public relations for the Foundation. This includes leading and managing the department and working at both strategic and tactical levels. This position requires management and supervisory skills; excellent verbal and written communication skills; superior organizational and workload prioritizing skills; and outstanding customer service skills.

The Foundation is looking for self-starters who are outgoing, results oriented, flexible, and creative. A high degree of accuracy, the ability to handle multiple tasks simultaneously, meet designated deadlines, and interact effectively with a variety of people are essential. CICF has an open corporate culture of teamwork, creativity, and dedication. Every staff member believes it is an honor and a privilege to serve the donors and not-for-profits in this community. Candidates should have values, interests, and a work style that are compatible with this philosophy.

A bachelor’s degree in a communications related field and a minimum of seven years prior experience in marketing, communications, public relations or a related field is required, not-for-profit or public sector preferred.

Interested persons should submit a detailed cover letter, resume, and salary history by **February 26, 2016.** Apply via the CharitableAdvisors.com Nonprofit Job Board at [Click Here](http://charitableadvisors.myexacthire.com/ViewJob-52223.html). No phone calls please. EOE