



Communications Manager (Hybrid eligible)

Compensation based on experience: Minimum \$60,942.00

Employment Status: Full-time

FLSA Status: Exempt

Civil Service Status: Unclassified

The Franklin County Auditor's Office is seeking a Communications Manager to join the Communications team.

Who are we?

The Franklin County Auditor's Office is dedicated to serving the community by ensuring fairness and accuracy in weight and measures across the county. Our mission is to protect and empower consumers, making sure they receive what they rightfully pay for at gas pumps and retail store scanners. As a trusted steward of county finances, we strive to promote fiscal responsibility and innovative initiatives that benefit all residents of Franklin County.

In addition to these important responsibilities, we assess property values to determine fair property taxes, while also working to provide tax relief for senior and citizens who are disabled. We understand the importance of supporting vulnerable populations and strive to make the process as accessible and accommodating as possible.

We are committed to upholding state regulations by ensuring that our furry friends are licensed. As required by state law, we proudly license dogs, recognizing the significance of responsible pet ownership within our community.

At the Franklin County Auditor's Office, we value the diversity of our residents and businesses and strive to create an environment of fairness, inclusivity, and equity in all our endeavors.

What will you do?

Assists the Director of Communications with all communications materials produced by the office, including but not limited to: written communications (press releases, reports, brochures); graphic design, video, photographic, and other associated digital content for the office; drives online engagement of constituents and stakeholders, and builds online engagement tools for the office; leads the development of content and content planning and maintains digital assets including website, social media, and other digital properties; offer regular analysis of effectiveness of tools, develop metrics for success and best practices; produce multi-media materials for digital projects; research and evaluate various technologies as needed to develop the most effective use of technology for communications and outreach purposes.

Creates informative media, graphics, brochures, and videos for distribution.

Travels to fairs, festivals, and community events to document the presence of the Franklin County Auditor's Office.

Under the direction of the Director of Communications, updates the office website.

Supports the public facing work of other Franklin County Auditor's Office departments through cross-training and assistance with events outside of the office.

Who should apply?

We encourage individuals with real-world digital media experience; experience in developing and implementing social media strategy plans and content; Possession of a Bachelor's degree; relevant experience in communications, digital strategy, content production, social media, public affairs and/or use of digital tools for advocacy preferred; two (2) or more years of related work experience directly related to design, communications, digital production; or a combination of training, education or experience which provides the desired knowledge, skills and abilities to perform the essential functions of the position.

Must possess and maintain valid Ohio driver's license and have an acceptable driving record; must comply with the FCAO Driving Policy.

We believe in the power of diversity and inclusivity, and we want to create an exciting and equitable environment for all. You belong here, and we encourage you to apply today!

Why should you work here?

We believe in providing an exceptional benefits package that recognizes the value of our employees: Some of our benefits include:

1. **Healthcare:** We offer a competitive medical, dental, and vision plan with low-cost deductibles.
2. **Public Loan Forgiveness:** As a public employee, your student loans can be forgiven after making the required monthly qualifying payments.
3. **Education Reimbursement & Training:** We invest in your growth and development by allowing you to expand your skills.
4. **Free-Parking Program/COTA Buss Pass:** Take advantage of the free parking program available through a lottery process annually; employees of the County get free weekday access to the Central Ohio Transit Authority (COTA) system.
5. **Wellness Incentive Program:** Our wellness incentive program rewards you with monetary incentives for engaging in healthy activities and maintaining a balanced lifestyle.
6. **Generous Time Off:** You deserve time for yourself and your loved ones. Enjoy 32 hours of personal leave per calendar year, 2 floating holidays, and 12 paid holidays annually. Additionally, accumulate sick and vacation leave for well-deserved breaks.
7. **Hybrid Work Schedule:** We understand the importance of work-life harmony. For most positions, we offer a hybrid work schedule that allows flexibility in where you work, promoting a healthy integration of personal and professional life.

8. Emphasis on Diversity and Inclusivity: We celebrate and embrace diversity in all its forms. Our office is committed to creating an inclusive and equitable environment where everyone feels valued and empowered.