



Director of Communications

JOB DESCRIPTION:

Tigerlily Foundation's Director of Communications is responsible for all communication development – web and print. Must have strong oral and written communication skills. This is a volunteer position.

RESPONSIBILITIES:

- Develop, implement, and evaluate Tigerlily Foundation's (Tigerlily's) communications plan.
- Responsible for generating online content that engages audience segments and leads to measurable action. Decide who, where, and when to disseminate.
- Put communications vehicles in place to create momentum and awareness as well as to test the effectiveness of communications activities
- Manage the development, editing, formatting, distribution, and maintenance of all print and electronic collateral including, but not limited to, brochures, annual report, e-newsletters and Tigerlily's website content
- Responsible for web and print content review and editing
- Responsible for researching health and relevant non-profit information
- Responsible for developing and updating website with relevant content
- Ensure relevant and update information is posted on website
- Serve as media contact, when required

About Tigerlily Foundation

Tigerlily Foundation's (Tigerlily) mission is to educate, empower, advocate for and provide hands-on support to young women, ages of 15-40 – before, during and after breast cancer.

For More Information: Email Nicolette Boxe, Director of Recruiting at nicolette@tigerlilyfoundation.org or email info@tigerlilyfoundation.org for more information.