

FEDERATION POSITION POSTING

DEPARTMENT

Communications

POSITION

Communications Specialist

LEVEL

13

JOB POSTING DATE

September 4, 2026

SUMMARY OF JOB DESCRIPTION

The Communications Specialist is responsible for guiding the organization's strategic communications efforts related to managing media outreach for the organization. The Specialist works directly with internal department leaders for Communications, Public Affairs & Government Relations and Commodity & Regulatory Affairs to highlight and promote the organization's initiatives, subject matter expertise and industry leadership position.

QUALIFICATIONS

Education & Experience:

- Bachelor's degree in communications, public relations, journalism, or related field **and five** (5) years of related work experience.
- Experience as member of a team responsible for defining, creating and implementing communications strategies/plans that connect the organization's strategic objectives/goals and/or developing and creating engaging and timely media/public relations content.
- Exceptional writing, editing, and storytelling skills. Advanced knowledge of AP Style.
- Experience working with agricultural organizations, associations, government or public policy organizations is strongly preferred.
- Excellent verbal communication and presentation skills.
- Proficiency with content management systems, email marketing platforms, social media management tools and analytics.
- Experience with Adobe Creative Cloud, photography, and video production is preferred.
- Ability to simplify complex agricultural, regulatory, and legislative topics for diverse audiences.
- Demonstrated experience in media relations and crisis communications.
- Must have or possess the ability to acquire proficiency in effective use of digital platforms, databases, as well as video/audio recording and production.
- Strong understanding of strategic communications, branding, and reputation management.
- Strong organization skills, with the ability to manage multiple high-priority projects and meet deadlines on a consistent basis.
- Ability to work independently and/or with groups; coordinate & complete projects with minimal supervision.
- Must possess interpersonal skills to work and relate with a variety of individuals, including skills to train and motivate volunteer members.
- Must be able to analyze a project's aim, plan steps needed to accomplish aims and provide leadership to complete tasks.
- Flexible work schedule includes extended hours and overnight travel, in and out of state.
- Valid driver's license with acceptable driving record.

QUESTIONS OR INQUIRIES SHOULD BE DIRECTED TO
THE HUMAN RESOURCES DEPARTMENT

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