

Associate Vice President for Media Relations, Office of
University Relations
Kean University

Direct Link: <https://www.AcademicKeys.com/r?job=244546>

Downloaded On: Sep. 18, 2024 1:12pm

Posted Sep. 9, 2024, set to expire Mar. 27, 2025

Job Title	Associate Vice President for Media Relations, Office of University Relations
Department	
Institution	Kean University Union, New Jersey
Date Posted	Sep. 9, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Associate Vice-(Provost/Chancellor)
Academic Field(s)	Development/Institutional Advancement
Job Website	https://kean.wd1.myworkdayjobs.com/en-US/Kean/details/Associate-Vice-President-for-Media-Relations--Office-of-University-Relations_R3125

Apply By Email

Job Description

External Applicant Instructions

- Please upload your resume/CV for automatic population of information to your Kean application.
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Your contact information, work experience and education will be automatically filled in. Please review all fields – you will need to verify that the data is accurate.

- **In the “My Experience” section, you will find a resume/CV upload option where you can submit your cover letter and any other supporting documents you may wish to submit.**

Office of University Relations

Associate Vice President for Media Relations

Under the direction of the Vice President for University Relations and Alumni Affairs, the Associate Vice President for Media Relations is responsible for proactively and strategically promoting Kean University as a leading research university to local, state and national media as well as directly to target audiences. In that capacity, the Associate Vice President is responsible for serving as the University’s senior editor for internal and external print content, working collaboratively to select, assign and edit news releases, feature stories, speeches and more to highlight in the University’s weekly newsletter and other publications. This senior team member also serves as the chief spokesperson for the University on routine and crisis matters. This position requires travel and a flexible schedule including evening and weekend hours. *The successful candidate hired for this position will start at Kean on January 2, 2025.*

Qualifications: Graduation from an accredited college with a Bachelor’s degree and seven years of professional experience in public relations or journalism is required. Equivalent experience may be determined by the university. A Master’s degree is preferred. Supervisory experience and a strong record of media placements is strongly preferred. Candidate must have excellent written and oral communication skills and strong editing skills.

Candidacy review begins immediately and continues until appointment is made. **Please submit your cover letter, resume/CV and contact information for three professional references.**



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Official transcripts are required prior to the starting date of employment.

Attention current Kean University employees (including part-time Student Assistants, Graduate Assistants, Academic Specialists and Adjuncts): Please apply via the internal career site to ensure consideration as an internal candidate. To apply internally, please log into your Workday account and select the Career icon on your homepage to view available positions.

Additional Information

Kean University complies with the [New Jersey First Act](#) (Senate Bill No. 1730, P.L. 2011, Chapter 70). Any individual newly hired by Kean University will be required to abide by this law and establish a principal residence in New Jersey. New employees will have a full 365 days to establish such residence, from the effective date of hire.

In compliance with the Americans with Disabilities Act (ADA), if you have a disability and would like to request an accommodation in order to apply for a position, please refer to Section III.A. of our [Reasonable Accommodations Policy & Procedures](#).

Diversity & Non-Discrimination Statement

Kean University is committed to establishing and maintaining a diverse campus community through inclusive excellence and equal opportunity. Kean's commitment to access and equity is designed to prepare each graduate to not only thrive, but climb higher in a diverse world. As an affirmative action, equal opportunity institution we work to support a campus-wide agenda to foster a community that both values and promotes the diversity and equity of all students, faculty, staff, administrators, and beyond.

EEO/AA Statement



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Kean University is an Equal Opportunity/Affirmative Action/Veterans/Disability Employer

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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