



## CURRENT VACANCY

**POSTING DATES:** December 17, 2020

**THROUGH:** January 15, 2021

<b>JOB TITLE:</b>	<b>Chief of Education &amp; Community Engagement / Police Accountability Board</b>
<b>SALARY RANGE:</b>	<b>\$69,630 to \$91,810 / Annually</b>
<b>DEPARTMENT:</b>	<b>City Council &amp; Clerk</b>

### TYPICAL WORK ACTIVITIES:

Develops and oversees the Board's community education and engagement strategies to ensure the Board fulfills its mission of helping Rochesterians fundamentally reimagine public safety;

Facilitates all Board communications with community groups, including the Police Accountability Board Alliance and its member organizations;

Develops surveys and other mechanisms for assessing Rochesterians public safety priorities;

Produces all content for the Board's website and social media accounts to ensure they clearly communicate the Board's work and mission;

Works with the Executive Director to ensure the Board follows all laws relating to confidentiality, ethics, open meetings, and freedom of information;

Communicates with the press and the general public about the Board's work, powers, and limitations;

Collaborates with the Executive Director and staff to ensure that the public participates substantially in as many aspects of the Board's work as possible;

Assists the Executive Director with the hiring and managing of board staff to fulfill the Board's mission of engaging and educating the community.

### MINIMUM QUALIFICATIONS:

Bachelor's degree **AND** three (3) years of experience\* which involved the development and implementation of communications strategies including the development of written communications and digital media content.

\* Preference may be given to candidates with:

- ✓ Experience facilitating community meetings, public participation, or other forms of democratic engagement with organizations or government;
- ✓ Fluency in Spanish or American Sign Language (ASL).

**DEADLINE FOR APPLICATION IS AT 5:00 PM ON WEDNESDAY, JANUARY 15, 2021.**

All applications **MUST** be submitted on the City of Rochester's website

([www.cityofrochester.gov/jobopportunities](http://www.cityofrochester.gov/jobopportunities)) by the application deadline. If you wish to submit a resume to accompany your application, please e-mail it to [millert@cityofrochester.gov](mailto:millert@cityofrochester.gov)

**The candidate chosen for this position will be required to establish and maintain City residency within one (1) year of their hire date.**