Strategic Communications Fellow
Office of Sustainability

Description
Connecticut College has developed a deep commitment to holistic sustainability over the last three years and constantly working to expand and improve its efforts. Enhancing the amount and quality of communication with our campus and external communities is a critical component to achieving the College’s sustainability goals. The Strategic Communications Fellow will serve on the Communications Team and assist the Office of Sustainability in developing the most effective and easy to understand communications with its constituents.

Some of the responsibilities that the Strategic Communications Fellow will have are:
● Plan and coordinate all major events and campaigns hosted by the Office of Sustainability
● Support all other Sustainability Fellows in planning smaller events
● Craft and edit proposals for funding of events, as needed
● Develop relationships with other organizations on and off campus with whom the Office of Sustainability can continuously co-host events
● Evaluate and analyze all completed events and campaigns
● Support the use of social media to promote all events and campaigns hosted by the office and related events/campaigns facilitated by other organizations
● Other duties as assigned

Requirement
● Excellent interpersonal skills
● Exceptional time management and planning skills
● Strong writing and oral communication skills
● Strong analytical skills
● Comfort collaborating with others to achieve goals
● Ability to adapt to quickly changing circumstances
● Comfort with working on tight timelines

Compensation
Mandatory participation in 2-credit Applications of Sustainability Seminar (SUS 293) that meets Fridays from 11:50am-1:05pm. The course is taken pass/fail.

Supervisors
Josh Stoffel, Co-Director
Office of Sustainability

Senior Fellow for Communications
Office of Sustainability

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