**Summary:**

As King County continues to take an aggressive approach to fighting the effects of COVID-19, we are asking for your help. There is a significant need for additional staffing assistance in several areas across the County. We are reaching out to the community to see who might be available and interested in serving as a **Media and Communication Specialist**.

***Please note:*** This is a role that will have no interaction with symptomatic/COVID positive clients.

**Work Schedule:** This is a day, Monday – Friday position. Work will be done in an office setting.

**Who may apply:** Any individual able and willing to perform the job duties.

**Locations:**

Chinook Building, with the possibility of working remotely.

**Job Duties:**

These positions will develop and disseminate messages and materials for the public, media, employees, community partners, and healthcare providers. Experience writing about health issues for the public, and experience engaging the media preferred. We are looking for individuals who may have experience in one or more of the following areas:

* Technical project management experience including technical writing
* Website development and management experience, including HTML knowledge
* Ability to use social media effectively to reach targeted audiences
* Video editing

**Experience, Qualifications, Knowledge, Skills:**

* Ability to establish and maintain effective and cooperative relationships while working as a part of a team.
* Skill in working under fast deadlines, remaining calm and exercising sound judgment.
* Ability and experience making decisions in ambiguous situations.
* Skill in dealing effectively with the public in emotional situations, detecting potential problems and preventing escalation.
* Skill in effective communications both oral and written.
* Skill in working with a variety of individuals from diverse backgrounds.