

JOB DESCRIPTION

JOB TITLE- DIRECTOR – Community Affairs and Public Relations

SUPERVISOR- Vice President – Investor Relations and Communications

POSITION PURPOSE - Lead and direct Rentech’s efforts in establishing and maintaining positive and effective community relations. In addition, establish and maintain effective media relations in support of broad corporate initiatives.

ESSENTIAL DUTIES-

1. Lead the engagement in civic organizations and other activities that promote community goodwill in support of Rentech projects
2. Identify and develop strategies to combat potential opposition groups during permitting process for Rentech projects.
3. Create collateral materials for distribution to target audiences and also maintain materials on project web sites
4. Promote and generate media placement of corporate and project activities
5. Develop, pitch and plan publicity events with key partners
6. Develop press releases and content for media kits and corporate website

KNOWLEDGE/SKILL AND EXPERIENCE-

Education – Bachelor's degree is required

Experience

1. Minimum 5 years experience in either public relations and/or community affairs. Strong preference will be given to the candidate with both
2. Strong project and event management experiences.
3. Demonstrated track record of building and maintaining relationships with a broad spectrum of community organizations and media outlets
4. Experience in successfully initiating and managing outreach activities and events

Skills

1. Exemplary written and verbal communication skills
2. Strong interpersonal and relationship building skills
3. Strong presentation skills using a variety of media

SUPERVISORY RESPONSIBILITY- None

WORKING CONDITIONS- Work in an office setting. Requires 30% travel.

NOTE: This job description is not intended to be an exhaustive list of all duties, responsibilities or qualifications associated with the job.

Please submit resume and inquiries to jobs@rentk.com.