



Public Relations Director

Function:

Oversee and manage the marketing and public relations activities of the chapter.

Responsible to:

- Members of the chapter
- Chapter President

Responsibilities:

1. Directs all the marketing and public relations activities of the chapter.
2. Submits regular newsletter articles describing activities of the public relations committee.
3. Submits regular press releases to the Board of Directors for approval regarding announcements of the chapter.
4. Attends all monthly meetings and Board of Directors meetings.
5. Participates in the development and implementation of short-term and long-term strategy planning for the chapter.
6. Attend all monthly membership and board of directors meetings.
7. Represents the chapter in the Human Resources community.