

Communications Specialist, Half-time, Job #101027  
Closing Date/Time: Continuous  
Salary: \$22.60 - \$33.90 per hour DOE, + Benefits  
Job Type: Regular, Half-time Position  
Location: Seattle, Washington

The Seattle Housing Authority, a nationally recognized leader in affordable, innovative housing communities, is accepting applications for a Communications Specialist, Regular, Half-time position.

Will develop, implement and maintain an information and communication program for internal and external audiences on the Yesler Terrace Redevelopment. Assist with messaging and take the lead on production of communication materials about the Yesler Terrace redevelopment, including web pages, PowerPoint presentations, newsletters, news articles, brochures, flyers, posters and presentation boards. Work closely with Yesler Terrace Development staff to coordinate and support communication activities.

Will make informational presentations to Seattle Housing Authority staff members, outside organizations and community groups. Manage and organize information resources about Yesler Terrace. Respond to requests for information about Yesler Terrace redevelopment plans and activities; organize and lead tours as appropriate. Perform updates to web pages related to other Development Department projects, including Rainier Vista, High Point, NewHolly and Lake City.

**Minimum Qualifications:**

Bachelor's degree in English, Public Relations or Communications required; however, four years of directly relevant experience may be considered in lieu of the required degree. At least three years increasingly responsible experience in communications and/or marketing. Valid Washington driver's license with fully insurable record.

To Apply: If you enjoy providing excellent professional services and expertise in a fast-paced environment, we would like to hear from you. Apply online anytime at:  
<http://www.seattlehousing.org/jobs>

Or

Visit our Job Center Kiosk:

Weekdays between 8:00 am – 4:00 pm, except holidays, at:

Seattle Housing Authority – First Floor  
Human Resources Job Center Kiosk  
120 Sixth Avenue North, P.O. Box 19028  
Seattle, WA 98109-1028

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