

Subject: Seeking VCB Communications Coordinator

The Lee County VCB is seeking excellent candidates for the following:

The VCB Communications Coordinator promotes The Beaches of Fort Myers & Sanibel area as a visitor destination in various media including travel publications, consumer print, travel shows, and electronic media outlets, domestically and internationally. Incumbent performs professional level work for the Communication Division at the Visitor & Convention Bureau. Duties required including working with travel journalists, conducting research and writing news releases; it also requires the ability to travel, attend media functions and perform routine clerical duties as necessary. Requires any combination of education and experience equivalent to: Graduation from a college or university with a major in journalism, communications, public relations or related field and two years of field experience. Strong knowledge of digital photography, computers and software including MS Office 2000, Vocus, Access, Outlook, Internet and various peripherals is required.

Strong organizational and communication skills are essential. Possession of a valid Florida class "E" driver's license with an acceptable driving record is required. Ability to lift 40 pounds and stand for long periods of time is required. Working hours: Monday-Friday, weekends, nights, holidays.

Please send all qualified candidates to www.lee-county.com <<http://www.lee-county.com/>> (Online applications required)