



National University of Singapore (NUS)

NUS Business School

Associate Director (Corporate Communications)

To oversee and implement media relations and internal communications strategies for the school, as well as oversee publications across the school to ensure consistency. Act as deputy to the director.

Duties & Responsibilities

1. Oversee the school's media relations strategies in Singapore and in the region, and implement/execute these with the senior media relations manager.
2. Develop media partnerships globally for the new research portal.
3. Develop and implement the school's internal communications strategy, working closely with the internal communications manager.
4. Oversee publications, working with the publications manager, to ensure consistency of messaging across all brochures.
5. Liaise with EMBA/MBA/BBA on rankings and be the media points person for key rankings (e.g. FT, EIU, Business Week)
6. Assist the director in running the department.

Requirements

- Tertiary education.
- At least eight years' experience as PR Manager, preferably with international/regional exposure.
- Experience of working in education would be an advantage.

Application Procedure

Closing date: 1 Aug 2011

For application or enquiries NUScareers_executive@nus.edu.sg