

### **Babbit Bodner – Senior Communications Coordinator**

[Babbit Bodner](#) is a communications consultancy focused on helping companies in high-growth mode *leap* towards their future successes. We're passionate about the ATL community, women in leadership and game-changers. Our team is collaborative, connected and curious. We're in high-growth mode and looking for a seasoned star to support key client accounts and play a role in executing communications programs that focus on media relations and social media.

#### **Daily you will:**

- Support and drive day-to-day client activity
- Build an understanding and knowledge of client business objectives and their competitive environments
- Work with team members to provide high-touch client service
- Develop and maintain strong relationships with media and know what it takes to drive media coverage for clients
- Have a solid understanding of how to identify, engage and partner with influencers
- Develop content for clients, including writing, editing and proofreading materials such as press releases, media pitches, blog content and more
- Be savvy in digital and social media, with an understanding of the latest digital tools and trends; ability to write social media content
- Participate in new business efforts
- Most importantly, work as a team player

#### **You:**

- 3-5+ years of direct work/internship experience in public relations, communications, journalism, marketing or related field; Bachelor's degree required
- Demonstrated experience executing public relations campaigns that produce significant results
- Client relations or customer service skills
- Natural ability and interest in staying on top of relevant trends and hot topics
- Strong written and verbal communication skills
- Experience working with media and influencers
- Experience managing and creating content for social media platforms
- Highly accountable and strong organizational skills
- Ability to be cool as a cucumber, work under deadlines and adapt to shifting priorities
- Entrepreneurial spirit, drive and imagination

#### **Benefits and Perks:**

- Incredible team, lots of opportunity for personal growth and advancement
- You will be a part of building Babbit Bodner, its culture and trajectory
- Gorgeous office in Buckhead with complimentary breakfast, snacks and beverages (we operate in a hybrid work from home and in-office model)
- Company-sponsored health insurance, participation in the company-matched retirement plan and great PTO program
- Encouragement and time to participate in community and philanthropic efforts and lots of fun team outings in the city

To apply, email: [dreamteam@babbitbodner.com](mailto:dreamteam@babbitbodner.com)