

Babbit Bodner – Senior Communications Coordinator

Senior Communications Coordinator

Location: Atlanta (West Midtown) | Hybrid

At Babbit Bodner, we believe in big ideas, bold storytelling, and doing work that actually moves the needle. We're a top independent PR agency in Atlanta—named one of the top 100 in the U.S. by The PR Net—and we're growing.

We're looking for a **Senior Communications Coordinator** who's equal parts media-savvy, strategy-minded, and ready to own the day-to-day. If you thrive in a fast-paced environment, know how to drive results, and want to work with brands that make headlines (and make a difference), read on.

What You'll Do

- **Play a key role.** Support day-to-day account execution, own key projects, timelines, and deliverables to deliver best-in-class communications and client service.
- **Pitch like a pro.** Secure media and influencer coverage across national, local, trade, and emerging outlets.
- **Write with purpose.** Draft press releases, pitches, messaging, bylines, social content, and more—with clarity, AP Style and voice.
- **Bring ideas to the table.** Support strategy development, campaign planning, and creative brainstorming.
- **Mentor and collaborate.** Provide guidance to junior staff and work cross-functionally to deliver stellar results.

What We're Looking For

- 3–5+ years of PR agency or in-house experience
- Proven ability to land meaningful media coverage & bespoke influencer partnerships
- Strong writing and editing chops, with the ability to tailor tone and message
- Deep understanding of the media landscape—both traditional and digital—and cultural trends
- Excellent project management skills
- Proactive mindset, attention to detail, and the confidence to own your work

Why Babbit Bodner?

- **You'll grow.** We invest in our team with leadership training, stretch assignments, and ongoing mentorship.
- **You'll be heard.** Every voice matters here—collaboration isn't just a buzzword.
- **You'll have fun.** From surprise breakfasts to team outings and Friday Slack wins, our culture fuels great work.
- **You'll love the location.** Hybrid schedule with time in our West Midtown office at The Works—steps from a park, food hall, and more.
- **You'll be rewarded.** Competitive pay, spot bonuses, company-sponsored health insurance, a company-matched retirement plan, and generous PTO.



Let's talk. Send your resume and a few lines about why you're a fit to dreamteam@babbittbodner.com.

To apply, email: dreamteam@babbittbodner.com