

VOLUNTEER OPPORTUNITIES FOR OFFICE OF VP COM

College of Performance Management: Press Release Writer

The Office of the Vice President- Communications has a volunteer opening for a self-directed professional to write press releases for the College of Performance Management. The press releases span a broad range of topics including major announcements involving senior government and industry leaders, as well as ongoing announcements of monthly CPM events such as conferences, webinars and chapter meetings. Each release can reach an audience of over 25,000 people.

Responsibilities include working with the VP-Communications and CPM office staff to:

- Coordinate relevant background information for each press release.
- Write draft press releases
- Coordinate review of press releases for approval.
- Work with the CPM office to have the press releases distributed across existing and growing distribution channels.

This is a great opportunity for individuals to learn from and interact with leading thinkers and practitioners in project management. It provides excellent, real-world training and experience in writing press releases involving senior leaders and technical concepts. The successful applicant will be an outstanding communicator and writer, be self-directed and have solid time management skills.

For more information or to apply contact Don Kaiser, Executive Director of CPM at kaiser@mycpm.org