



Communications Director Role Description:

The Communications Director is a new position on the CGNA board of directors. The Communications Director will:

- Attend meetings of the CGNA Board of Directors and Executive Committee (monthly by telephone, and with financial support of CGNA, in person at AGMs);
- With the Board of Directors, the CGNA Manager, and communications volunteers develop processes for maximizing communication with members and stakeholders, including the newsletter, *Perspectives*, email, Twitter, and Facebook;
- Be the liaison between the Board of Directors and the editorial board of *Perspectives*;
- Be the liaison between the Board of Directors and the newsletter editor; and
- Work with the manager and volunteers to maintain email, Twitter, and Facebook communication.

This position requires:

- Commitment to advancing the CGNA mission and vision;
- Strong interpersonal communication skills;
- Ability to work with volunteers; and
- Familiarity with Facebook and Twitter or willingness to learn how to use them.