



Irvine Unified School District

COORDINATOR

- Leadership and crisis management.
- Written and verbal communication.
- Presentation skills.
- Word, Excel, PowerPoint and use of on-line resources.
- Public school systems and structures, preferable.

Training/Experience:

- Bachelor's Degree or higher, or any combination of professional training or experience equivalent in field directly related to position requirements.
- At least five years of experience working in community relations, public information or corporate relations preferred.