



COLLEGE OF MICRONESIA

Land Grant Program

PO Box 1179 Kolonia, Pohnpei, FM 96941

Phone: (691) 320-2486/2728

Website: comlandgrant.org

Email: comlandgrant@gmail.com

JOB ANNOUNCEMENT

Job Title: Communication & Information Technology Officer (CITO)
Category: Specialist
Level: III
Salary: 35,000 – 48,000/year depending on qualifications
Benefits: COM Package + Housing + Relocation Costs
Location: COM LG Central Office, Kolonia, Pohnpei

Opening: 5/23/24
Closing: 6/14/24

General Description

Under the direction of the COM LG Executive Director, the Communication & Information Technology Officer (CITO) is responsible for planning, developing, implementing and managing a social media communication and information technology strategic platform that includes but not limited to social media content creation and media outreach, updating and upgrading of the program's website, system network and security as well as providing support relevant to internal and partnership personnel technology capacity needs. The CITO is also responsible for facilitating press releases to all relevant stakeholders and the general public.

Minimum Qualification: Bachelor's

Preferred Qualification: Master's

Application Process:

To ensure full consideration, candidates must submit the following documents:

1. A letter of interest addressing how the candidate's professional qualification and experience match the minimum essential requirements of the position (3 pages max)
2. For a copy of the Job Description details and a COM employment application form (send a request to comlandgrant@gmail.com)
3. A current resume that includes personal email address and cellular phone number
4. Copies of transcripts for all degrees earned;
5. A minimum of three professional reference letters;
6. Court/police clearance not more than 6 months old.

Documents are to be submitted electronically to comlandgrant@gmail.com (preferably as PDF attachments) or mailed to:

Executive Director
College of Micronesia Land Grant
P. O. Box 1179
Pohnpei FM 96941

Applications will be accepted until **Friday June 14, 2024 before 5:00 pm Pohnpei time (UTC +11)**
RMI, FSM, and ROP Citizens are encouraged to apply.

An Equal Opportunity Employer