Dear colleagues,

I’m excited to share that our position for an assistant director of communications is now open! Please share with your networks as you are comfortable.

* **External link:** <https://hr.myu.umn.edu/jobs/ext/346335>
* **Internal link:** <https://hr.myu.umn.edu/jobs/int/346335> (for applicants within the University system)

Sample post:

Come work with me in the College of Liberal Arts! We are hiring an assistant director of communications. <https://hr.myu.umn.edu/jobs/ext/346335> #UMNJobs

A picture containing diagram

Description automatically generated

Please feel free to alter the post to match your writing style, and you can add more hashtags if you want. (Popular hiring hashtags include #Hiring and #WorkWithUs.)

If you have any questions, please reach out to Recruiter Name ([recruiter@umn.edu](mailto:recruiter@umn.edu)).

Thank you for your help in the recruitment process. We appreciate it!

[signature]