



**Environmental Communications Specialist**  
NOAA Office of Response and Restoration  
Assessment and Restoration Division  
*Silver Spring, MD*

I.M. Systems Group, Inc. (IMSG) ([www.imsg.com](http://www.imsg.com)), a Federal Government Contractor located in Rockville, Maryland is currently seeking to hire an Environmental Communications Specialist to provide outreach and communications support to NOAA's Office of Response and Restoration's (<http://response.restoration.noaa.gov/>) Assessment and Restoration Division (ARD). ARD's mission is to protect and restore coastal and marine resources injured by the release of oil or hazardous substances or direct physical impacts such as vessel groundings. This full-time position will be located in Silver Spring, Maryland. Routine domestic travel of approximately 15% will be required.

**Job Duties:**

- Supports the Assessment and Restoration Division (ARD) government task lead by performing outreach and communications tasks, for the Damage Assessment, Remediation, and Restoration Program (DARRP) and the Spatial Data Branch.
- Manages content development and support for the DARRP website to include social media messaging, style and guidelines maintenance, and roll out communications plan coordination. Tracks all DARRP outreach activities.
- Liaises directly with field, regional, and headquarters staff within DARRP to include National Marine Fisheries Service Restoration Center, General Council for Natural Resources, and other Office of Response and Restoration divisions.
- Additionally maintains ARD and DARRP web content on ARD Intranet and OR&R [response.restoration.noaa.gov](http://response.restoration.noaa.gov) websites.
- Builds and maintains relationships and effective communications within NOAA and with other government agencies, private groups, and not-for-profit organizations.
- Provides clear, concise and rapid responses to information requests such as taskers, public inquiries, and media inquiries, from internal and external sources, such as other NOAA offices, Congress, NGOs, and external partners.
- Develops and disseminates environmentally focused outreach materials such as blogs, fact sheets, and presentations.
- Prepares briefing packets, press releases, and reports such as ARD and NOS quarterly accomplishments and the OR&R Director's annual review.
- Identifies and develops opportunities to highlight accomplishments through strategic communication planning efforts in concert with NMFS and GCNR.

**Qualifications:**

- Master's degree (communications, public administration) with environmental experience, or Bachelor's degree in an environmental field of study with at least three years communications/outreach experience.
- US Citizenship.
- Excellent written and oral communication and presentation skills.
- Ability to work collaboratively with a wide range of individuals, within teams, and to build partnerships.
- Ability to work on multiple projects simultaneously and effectively.
- Proven ability to shift priorities and assignments rapidly.
- Strong computer skills: Experience with Drupal versions 7 or 8 and/or other content management systems, proven design experience and/or familiarity with Adobe Creative Suite. GIS, graphical, and video editing skills a plus.
- Prior experience working with congress, NGOs, or government agencies a plus.
- Ability to travel occasionally on multi-day trips.

**To Apply:**

Please apply directly to our career portal at: <https://careers-imsg.icims.com> (***NOA1808 Environmental Communications Specialist***). Be sure to include your resume and cover letter explaining how your qualifications meet the requirements of the position. Please indicate your timeline of availability and preferred salary level for consideration. IMSG offers an outstanding overall Benefit Package including company paid leave, medical, dental, vision, and 401K. IMSG is an Equal Opportunity Employer and Veteran Friendly.