



**Director of External Affairs  
HealthSpark Foundation  
Colmar, PA**

HealthSpark Foundation is a private, independent foundation providing support to health and human service safety net organizations serving the unmet needs of people experiencing poverty in Montgomery County, Pennsylvania. In 2016/2017, the foundation embarked on a new, ten-year safety net resiliency initiative engaging consumers, providers, governmental and philanthropic leaders to identify investments that will enhance the long-term viability of the health and human services safety net system.

Reporting to the President/CEO, the Director of External Affairs is charged with managing the organization's communications, including creation/maintenance of the website and e-newsletter, cultivating and nurturing community relationships, and press relations. The Director implements policies and practices to develop and maintain the desired image of the organization while managing and supporting all external events. The Director will tell the story of HealthSpark Foundation and is responsible for designing and implementing the Resiliency Initiative Communications Plan.

Qualified candidates will have a minimum of five (5) years of experience in communications and/or external relations with demonstrated success in the nonprofit, healthcare and/or human social services organizations. The candidate must have demonstrated experience with the design and production of print publications, use of digital media tools, social media strategy and website design and maintenance. Proficiency with Microsoft Office, WordPress and/or Drupal is essential. The successful candidate will have strong interpersonal skills with demonstrated ability to build, foster and maintain strong relationships with both internal and external constituencies. Knowledge of Montgomery County, PA and the health and human services delivery system is preferred. Bachelor's degree required; advanced degree preferred. Willing and able to travel regionally and to be available to attend events after work hours or on weekends.

For a complete position description, listing of qualifications and additional information on HealthSpark Foundation visit our website [www.lambertassoc.com](http://www.lambertassoc.com). Qualified candidates may send resume to:

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