

Job Title: Community Relations Specialist

Location: Clear Lake – Greater Houston Area, Texas

Employment Type: Full-Time

Travel Required: Must be able to attend events after-hours and on weekends. Mileage is reimbursable.

About the Role:

We are seeking a Community Relations Specialist with a passion for building strong connections and fostering collaboration across Galveston County, Texas and southeast Harris County, TX. As a trusted representative of our organization, the ideal candidate will excel at engaging diverse communities, creating meaningful partnerships, and promoting awareness of the Gulf Coast Protection District's mission and the Coastal Texas Project—the largest coastal protection project in U.S. history.

This role is perfect for someone who thrives in social settings, enjoys working with community organizations, and is enthusiastic about creating opportunities for dialogue and participation. The position involves attending community events, hosting informational sessions, and ensuring residents and local groups are informed, engaged, and responded to.

Must be able to attend events in Galveston County, TX and Harris County, TX, often after hours or on weekends.

Key Responsibilities:**Community Engagement & Outreach**

- Build and maintain relationships with local leaders, nonprofit organizations, neighborhood associations, and community groups.
- Develop and implement outreach initiatives that educate and involve residents in coastal protection efforts.
- Stay informed about community needs and concerns to help shape engagement strategies.

Public Events & Education

- Organize and participate in community meetings, town halls, and informational sessions in collaboration with partners such as the U.S. Army Corps of Engineers and the Texas General Land Office.
- Represent the organization at local events, fairs, and civic gatherings to share project updates and gather feedback.

Strategic Partnerships:

- Collaborate with internal teams to align messaging and ensure consistent public communication across all Coastal Texas Project components.
- Interface with GCPD leadership and the Board of Directors by preparing reports and presentations on community engagement activities and outcomes.
- Interface with local media outlets and serve as a spokesperson when appropriate, ensuring consistent and positive messaging.
- **Content Development:**
 - Create compelling communications materials (e.g., newsletter articles, press releases, social media content, Op-Eds, and headline hook graphics) that highlight GCPD activities.
 - Assist with GCPD social media by taking photos, videos, and creating engaging content from the community events attended.

Qualifications:

- **Education:** Bachelor's degree in communications, public relations, political science, or a related field. Or 5+ years' experience in a government relations or community relations role in lieu of education.
- **Experience:** 5 - 7 years of experience in community relations, public affairs, government relations, or a similar role.

Preferred Skills:

- Strong understanding of local political landscapes and community dynamics.
- Comfortable speaking in public and engaging with diverse audiences.
- Ability to work flexible hours, including evenings and weekends, to attend events.
- Experience contributing to or managing an organization's social media presence.

Preferred Traits:

- Charismatic and approachable personality.
- Strategic thinker with a knack for navigating complex social and political environments.
- Passionate about community development and civic engagement.

How to Apply:

Interested candidates are encouraged to submit a resume outlining their qualifications and experience. Send your resume and references to emily.mcginity@gcpdtexas.com by December 1, 2025.