



## Internal Communications Coordinator

Farm Bureau | Manhattan, KS

**Schedule:** Full-Time Monday through Friday  
**Reports to:** Training and Organizational Development Manager

### Join our team at KS StateBank!

For over 50 years, KS StateBank has managed to balance home-town banking values with a respected nation-wide presence. Whether our clients want to purchase a new home or refinance an existing location, our employees work to live up to our mission: providing incomparable knowledge, outstanding solutions, and exemplary service. Our mission isn't just for our external clients; KS StateBank also strives to achieve mutual investment in their employees for long-term organizational and personal success.

Based at our Farm Bureau location in Manhattan, Kansas, this position involves the behind-the-scenes actions related to all aspects of the organization. The Internal Communications Coordinator is responsible for creating, maintaining, and releasing internal communication strategies within KS StateBank, ensuring employees are informed about company news, training opportunities, updates, and initiatives through various channels. This person will also aim to maintain a positive company culture and high employee engagement by delivering timely and relevant messages aligned with the company's vision and values, and collaborate with different departments to gather content and coordinate communication efforts across the organization.

We're looking for someone with excellent communication and interpersonal skills who can effectively present information to a variety of audiences from all levels of the bank. Strong analytical, problem-solving, and decision-making skills with the capability and willingness to troubleshoot issue is also an important ability for this position. If you are highly motivated, curious, thrive in a collaborative environment, and are able to help turn a high-level vision into detailed execution this may be the position for you.

**Wages start at \$24 per hour.**

**Employee benefits include 401k, health, dental and vision insurance and paid time off.**

If this position sounds like a good fit for you,  
visit [ksstate.bank/careers](https://ksstate.bank/careers) to view the full job description and apply.

**We look forward to meeting you!**