



Communications Manager | コミュニケーションズ・マネージャー

募集職種

人材紹介会社

Cornerstone Recruitment Japan 株式会社

求人ID

1564467

業種

日用品・化粧品

雇用形態

正社員

勤務地

東京都 23区

給与

経験考慮の上、応相談

更新日

2026年04月22日 06:00

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ネイティブ

最終学歴

大学卒：学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

Job Responsibilities: Responsibilities for this position include but are not limited to:

- Develop and implement an integrated communication strategy that supports the company's brand, marketing, and business objectives.

- Oversee the company's editorial governance framework, including tone, messaging, localization, and approval processes for all content

- Ensure alignment between global and local messaging initiatives, maintaining the integrity of doTERRA's brand voice and narrative across all content and channels

- Oversee the content pipeline from concept to delivery, ensuring timeliness, quality, and strategic alignment

- Lead and mentor a multidisciplinary team including copywriting, translation/editing, and content management specialists

- Set performance goals, provide feedback, and support the professional development of team members

- Oversee the creation and curation of all copy and written content produced by the team

- Approve key messaging frameworks, ensuring they align with corporate identity and target audience insights
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 - Oversee the CMS Specialist in managing and optimizing web content across the company's digital ecosystem
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 - Collaborate with IT, design, and the Brand Experience teams to maintain a seamless and engaging digital experience that aligns message, design, and user interaction.
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 - Ensure that all written and digital communication materials adhere to brand messaging guidelines, partnering with the Brand Experience Manager for visual consistency.
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スキル・資格

- Bachelor's degree in communications, Marketing, Journalism, or a related field.
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 - 3+ years in a management or supervisory role leading content, editorial, or creative teams.
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 - Experience in global or bilingual (English/Japanese) environments preferred.
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 - Leadership and Team Development capabilities
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 - Advanced writing, editing, and proofreading skills in Japanese (English proficiency preferred)
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 - Strong Project Management and organizational skills
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 - Proficiency in digital content management systems and understanding of SEO best practices
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 - Understanding of relevant advertising and commercial transaction laws is a plus
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会社説明