

Duties of the Media and Government Communications Division

1. Media Coverage of Events

Documenting conferences, seminars, training courses, graduation ceremonies, and the activities of students and faculty members.

2. Social Media Management

Publishing news and events on the college's official accounts, responding to public inquiries, and engaging with the audience.

3. Official Website Management

Updating the college's official website with the latest developments, news, and events.

4. Preparation of Media & Advertising Materials

Designing brochures, posters (both print and digital), and producing visual content such as videos and filmed reports.

5. Enhancing Internal Communication

Organizing effective channels to disseminate decisions and announcements within the college, providing continuous updates to staff and faculty.

6. Coordination with Media Outlets

Communicating with the University's central media department to cover college news and cooperating with external media to publish important events.

7. Promoting the College's Positive Image

Highlighting achievements and distinguished activities, and organizing media campaigns to increase awareness of the college's role in community service.

8. Media Crisis Management

Handling emergency events through media to avoid negative impacts and preparing contingency plans to clarify official messaging.