



Job Opening: Communications Director

Posted: January 17, 2017

Position Summary

[Americans for Tax Fairness](http://www.AmericansForTaxFairness.org), a national campaign of 425 endorsing organizations active on high-profile federal tax reform issues at the national and state levels, is seeking a very experienced and politically-sophisticated Communications Director. A successful candidate should have seven years or more of experience in political and/or advocacy communications. He or she must have strong communications strategy and messaging skills, strong media relationship-building skills, experience with digital communications, be an excellent writer who is able to understand and communicate about complex tax issues, and be comfortable operating in a fast-paced, campaign-style environment. This is a senior, full-time exempt position that reports directly to the Executive Director. It offers competitive salary and benefits.

Essential Duties and Responsibilities

- Create and implement a strategic communications plan that can affect the overall narrative on tax issues.
- Maintain knowledge of polling on tax issues; craft the campaign's message through talking points and other messaging materials.
- Develop relationships with key reporters and pitch stories to national media outlets, including print, radio and television.
- Implement rapid response to breaking stories.
- Extensive writing including media advisories and releases, op-eds for national and state publications, letters to the editor, and memos to editorial boards and columnists.
- Work closely with a Digital Director responsible for e-mail activism, social media and website properties; review digital products for adherence to message best practices.
- Manage a half-time writer consultant and a media placement firm for op-eds and editorials.
- Network with and mobilize communications staff of ATF coalition partners to encourage message discipline, promote partners' work and respond rapidly to events.
- Develop and maintain close contacts with communications staff in key Capitol Hill offices.
- Advise state partners on media strategy and prepare model media materials for local events.
- Ensure the maintenance of media lists using Meltwater, and the collection of ATF media coverage and tax news stories.

Qualifications

- Minimum of seven years progressive leadership experience in strategic communications.
- Bachelor of Arts in a relevant field.
- Significant media relations and publications experience, including established relations with national media organizations.
- Experience working with digital media, especially social media; knowledge of email activism best practices very helpful.
- Experience working with state-based groups seeking to generate earned media.
- Strong management, interpersonal, analytical and strategic planning skills.
- Excellent writing and editing skills.
- Demonstrated ability to work collaboratively, work well under pressure, and manage multiple priorities and projects effectively.
- Excellent attention to detail and accuracy.
- Familiarity with economic, tax and budget issues very helpful.

To Apply

Send cover letter and resume to jobs@americansfortaxfairness.org

Subject line: Communications Director

Americans for Tax Fairness is a project of the New Venture Fund, a 501(c)(3) public charity that incubates new and innovative public-interest projects and non-profits, as well as coordinates donor collaboratives and grant-making programs. The New Venture Fund is committed to attracting, developing and retaining exceptional people, and to creating a work environment that is dynamic, rewarding and enables each of us to realize our potential. The New Venture Fund's work environment is safe and open to all employees and partners, respecting the full spectrum of races, ethnicities, national origins, ages, sexual orientations, gender identities, beliefs, religions, faiths and ideologies, cultures, socio-economic backgrounds and levels of physical ability.