



JOB ANNOUNCEMENT
Senior Communications & Media Manager
April 14, 2014

RH Reality Check (RHRC), www.rhrealitycheck.org, is an award-winning daily publication providing evidence-based news, analysis, commentary, and investigative research as well as interactive dialogue on matters of sexual and reproductive health and justice. RHRC is an independent 501(c)(3) organization and an equal opportunity employer; we strongly encourage applications from qualified individuals of all races, ethnic groups, and genders.

Please note the job description below and carefully read and observe the APPLICATION instructions.

POSITION DESCRIPTION

The Senior Communications & Media Manager will lead the development and execution of a creative and results-oriented communications strategy – across multiple platforms – to support *RH Reality Check's* brand, content, and issues. The Senior Communications & Media Manager will:

- Work with the President and others on the team to create and execute a communications and media strategy using new and traditional media platforms;
- Be up-to-date on news and news cycles, working to inform senior staff of opportunities for informing/shifting/disrupting media framing of our core issues;
- Build relationships with reporters, editorial writers, and columnists in broadcast, online, and print media;
- Serve as the main point of contact with media for RHRC writ large;
- Proactively pitch and promote RHRC articles and investigative research to other media outlets;
- Proactively pitch staff and writers for media appearances to broadcast, cable news, and radio outlets;
- Convene and manage press conferences, media briefings, and other related outreach strategies;
- Write and/or edit talking points, press releases, and other materials as necessary;
- Manage our digital and communications team to ensure delivery of high-quality work product;
- Develop and maintain strong relationships with communications counterparts at partner organizations;
- Work others in the progressive movement to move key messages;
- Develop and execute an approach to test/evaluate the effectiveness of communications activities;
- Develop and maintain a communications calendar;
- Provides detailed reporting on media outreach and coverage;
- Perform other duties and projects as assigned and as the site and organization grow.

QUALIFICATIONS

The ideal candidate for this position:

- Has at least five years of communications and media experience, at least two of which are in a leadership role;
- Can demonstrate exceptional writing and interpersonal communication skills;
- Has excellent political judgment;
- Can translate complex issues into broadly understandable but compelling messages and materials;

- Has established relationships with a wide range of high-profile producers and contacts in a wide range of media outlets;
- Has experience in web, online and digital communications and can integrate and align content across platforms;
- Has demonstrated knowledge of and commitment to reproductive and sexual health and justice issues;
- Has experience effectively managing staff;
- Is able to take direction and critique;
- Is a self-starter with a strong work ethic, creative thinking, good organizational skills, and ability to work comfortably and effectively in a fast-paced environment;
- Is able to work remotely;
- Is skilled in teamwork and collaboration, and can work either alone or as part of a team under (sometimes intense) time pressure, to multi-task and deliver great work with ease and grace;
- Is creative, shares ideas, and has a strong sense of humor.

LOCATION

RHRC is currently a virtual organization, though this may change in the future. Strong preference will be given to qualified candidates in the greater metro D.C. area. Accommodations may be made for the right candidate elsewhere in the Eastern Time Zone. We regret we cannot consider candidates for this position who are resident outside these parameters.

COMPENSATION

RHRC offers competitive compensation and a benefits package that includes a 401k plan with employer contributions; health and dental insurance; flexible spending accounts; vacation and sick leave; and employer-paid life insurance, AD&D, STD and LTD. The salary range for this position is from the low \$70s to the \$90s, based on the candidate's skills and experience.

APPLICATION

Please follow these instructions carefully. Qualified applicants should send an electronic package of materials to apply@rhrealitycheck.org; no phone calls or emails to staff please. Please note **we CANNOT accept your application if it is not sent in the following format, and does not include the following materials:**

- **Email subject line:** In the subject line put your name and the title of the position for which you are applying, like this: **Your Name - Senior Communications & Media Manager**. Please note that if you don't include the position title in the subject line of your email, your application may not be seen.
- **Body of the email:** The body of your email should be your cover letter, including a clear statement as to why you are interested in this position, why you want to work for RHRC, why you feel you are qualified, and a summary of your relevant experience. **Please do not send the cover letter as an attachment.**
- **Attachments:** Please include a current resume; three writing samples; three examples of successful pitches, press releases, or media accomplishments; and three recommendations able to speak to your skills and experience and who are willing to be contacted.

We regret that we may not be able to reply to all applicants and that we cannot consider applicants who do not provide all of the above information.

Application deadline: Open until filled. This position will be filled as soon as a qualified candidate is identified. Interested candidates should submit their applications expeditiously.

Start date: Flexible, but preferably June 1, 2014