



Job Opening

Communications Director

Posted: January 13, 2015

Position Summary

[Americans for Tax Fairness](http://www.AmericansForTaxFairness.org), a national campaign of 425 organizations active on federal tax reform issues at the national and state levels, is seeking a highly-experienced and politically-sophisticated Communications Director. A successful candidate should have 7 years or more of experience in political communications or a closely related field. He or she must understand the legislative process, be an excellent writer and be comfortable operating in a fast-paced, campaign-style environment. This is a senior, full-time 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 of tax reform issues.
- Help craft the campaign's message, working with the Executive Director and a polling firm; write talking points and other messaging materials.
- Develop relationships with key reporters. Pitch stories to national media outlets, including print, radio and television. Implement rapid response to breaking stories.
- Extensive writing including press releases and media advisories, op-eds for prominent national and state publications, letters to the editor, and co-author in-depth memos to editorial boards and columnists.
- Work closely with a Digital Director responsible for online activism and social media.
- Coordinate a committee of senior communications staff of ATF coalition partners to encourage message discipline, promote partners' work and respond rapidly to events.
- Maintain close contacts with communications staff in key Capitol Hill offices.
- Manage consultants who draft and place op-eds and outreach to editorial boards.
- Ensure the maintenance of media lists using Meltwater, and the collection of ATF media coverage and tax news stories using Evernote.
- Set up and manage press appearances.

Qualifications

- Minimum of 7 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 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.
- Coursework in economics and familiarity with 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 national campaign of 425 organizations active on federal tax reform issues at the national and state levels. ATF is based on the belief that the country needs comprehensive, progressive tax reform that results in greater revenue, especially from the richest Americans and big corporations, to meet our growing needs and to ensure that our economy works for everyone. ATF's [Steering Committee](#) consists of 30 organizations representing unions, think tanks, national and state advocacy networks, small business groups, and diverse constituency groups.

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.