



National Headquarters 1620 L Street NW, Suite 630, Washington, DC 20036
West Coast Office 475 14th Street, Suite 610, Oakland, CA 94612

JOB ANNOUNCEMENT

Please post and inform potential applicants.

February 2022

DIRECTOR OF COMMUNICATIONS WASHINGTON, D.C. or OAKLAND, CA

Public Justice, a non-profit legal advocacy organization that pursues high impact lawsuits to combat social and economic injustice, protect the Earth's sustainability, and challenge predatory corporate conduct and government abuses, is seeking to hire an experienced **Director of Communications**. This position is responsible for executing messaging and media campaigns in support of the litigation, public education and advocacy work of the organization, and growing and maintaining Public Justice's visibility among key constituencies. The Director of Communications reports to Public Justice's Director of External Affairs and supervises the Communications Associate and communication interns.

The position is an exempt position and is open immediately. Our preference is that the position will be based in Public Justice's Washington, DC or Oakland, CA office, but we will consider applications from especially qualified candidates seeking to work from other parts of the country.

MAJOR RESPONSIBILITIES

1. Develop and execute the organization's communications plan, including media and other public education and messaging campaigns in support of Public Justice litigation and advocacy.
2. Manage and update external web and messaging platforms, including Public Justice's website, www.PublicJustice.net, as well as all social media channels, to ensure messaging consistency across all platforms.
3. Serve as communications liaison with Public Justice attorneys working on litigation related to food safety and transparency, consumer and workers' rights and access to the courts
4. Support the Director of External Affairs in executing Public Justice's communications strategy, including helping to ensure messaging consistency across all external communications, and working with the organization's Development staff to ensure fundraising messages reflect organizational communications priorities and themes.

MEDIA & MESSAGING

- Develop, maintain and grow Public Justice's media contact list, and cultivate relationships with key reporters to ensure familiarity with the organization's work

- Pitch media coverage of Public Justice's work
- Work with Public Justice attorneys, edit and place blogs, op-eds and other opinion pieces about the organization's litigation and advocacy efforts

PUBLIC EDUCATION

- Serve as primary liaison to web and design consultants
- Edit and supervise content creation for Public Justice's monthly eNewsletter, and other eBlasts related to programmatic or communications work
- Develop and lead social media strategy for identifying and engaging new and existing audiences
- Supervise work related to the organization's annual Trial Lawyer of the Year Award, including video production and editing
- Identify and manage outreach to allied coalitions, including those focused on animal welfare and food safety, and arbitration and consumer rights

OTHER RESPONSIBILITIES

- Hire and supervise Public Justice's Communications Associate and communications interns
- Work with the Director of External Affairs and development staff to ensure consistent messaging about Public Justice's work, including in grant proposals, fundraising solicitations, speeches, printed materials and the Public Justice website
- In conjunction with the Director of External Affairs and the Meeting & Events Manager, help with Public Justice's Annual Gala & Awards Dinner

QUALIFICATIONS

- Minimum 5 years of communications, public relations or marketing experience, preferably for a non-profit organization or government agency.
- Exceptional communication, writing and editing skills, including an ability to write and edit, and project manage effectively.
- Exceptional attention to detail.
- Self-motivation and proven ability to work as part of a team.
- Strong work ethic, initiative, and sound, yet creative judgment.
- Sensitivity to the needs and concerns of and the ability to work with individuals and groups from diverse cultures, backgrounds and orientations.
- An understanding of how to effectively leverage various communication platforms and distribution channels for optimal exposure and impact, and experience working with technical tools
- Demonstrable record of creative leadership in the development of communications and marketing plans in collaboration with multiple audiences, and internal and external constituents.

We offer a mission-focused work environment, a teamwork and community-oriented approach, and a competitive compensation package. We provide excellent benefits, including three weeks of paid

vacation, two weeks of sick leave, two personal days each year, all federal holidays and some local, employer-paid health, dental and vision insurance premiums, and a 401(k) plan. The salary for this position will be roughly between \$85,000 and \$110,000, depending on experience. We are open to feedback from the market and would welcome the ability to connect with potential candidates who may be outside of the compensation band as part of our commitment to equity in pay practices. Public Justice requires those working in its offices to be fully vaccinated against COVID-19. Reasonable accommodations to this requirement, including remote work, based on disability or a sincerely held religious belief will be considered.

Interested candidates should send a resume, cover letter, writing sample, and contact information for two references to sralls@publicjustice.net with the subject line ‘Director of Communications.’ Applicants are encouraged to submit their materials by **March 15, 2022**, at which point applications will be reviewed on a rolling basis until the position is filled

Public Justice is an equal opportunity employer and values a diverse workplace. We strongly encourage applications from people with disabilities; people of color, including bilingual and bicultural individuals; LGBTQ individuals; people of all genders; veterans; and people of all ages. Public Justice is committed to providing reasonable accommodations to individuals with disabilities. If you require reasonable accommodations during any part of the hiring process, please email lhughes@publicjustice.net.