



Position: Communications Director - Carson City, NV

About the Nevada Assembly Democratic Caucus

The Nevada Assembly Democratic Caucus (ADC) is the official campaign committee dedicated to supporting Democrats in the Nevada State Assembly. The ADC is seeking a Communications Director for the 2023 Legislative session.

Communications Director

The ideal candidate will have previous experience developing and implementing strategies to reach local, state, and national media outlets. This position reports directly to the Executive Director.

Responsibilities

- Collaborate with the Leader and Executive Director and other members to plan and execute the organization's communication's objectives
- Communications Director will create strategic plans, build relationships with political reporters, lead rapid response messaging, develop communications material, and serve as spokesperson for the Caucus when needed
- Work to shape media coverage of the Assembly Democratic Caucus Legislative Priorities
- Build and maintain relationships with key reporters, editors and producers: Build relationships with political journalists and leverage relationships into coverage of organization's legislative agenda
- Write and edit quotes, op-eds, speeches and other content for members
- Staffing and prepping members for Interviews
- Responsible for developing media kits, training materials, interview and forum coaching, and utilizing online platforms to provide communications support

Qualifications

- Ideal candidate will have exceptional communication skills and experience working in politics or government at a high level
- At least One year of experience in media relations or communications in an electoral, government or political advocacy organization
- Outstanding verbal and written communication skills
- Ability to Develop strong working relationships with reporters and demonstrate strong media instincts and excellent political judgment
- Strong interpersonal skills that create positive relationships with members, staff, partners, candidates and reporters
- Work well within a team and able to work independently
- Access to a vehicle, laptop, and cell phone



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DEMOCRATIC CAUCUS

Details

- Salary starts at \$6,000 a month but is commensurate with experience; benefits include health care and flexible paid time off
- This position reports to the Executive Director and is based in Carson City, Nevada (remote work is not an option)
- Job Runs from January 15th- June 15th, 2023 which will cover the 2023 Legislative Session

The ADC is committed to inclusion and diversity. We seek to hire staff that reflects the diverse communities and perspectives that comprise Nevada. Qualified candidates of all backgrounds, specifically people of color, women, Indigenous people, and members of the LGBTQIA community, are highly encouraged to apply.

The ADC prohibits discrimination of employment, promotion, compensation, terms, conditions, or privileges of employment on the basis of gender, disability, race, age, national origin, color, creed, sexual orientation, sex (including marital and parental status), gender identity and expression, religion, economic status, ethnic identity, veteran's status, or any other basis prohibited by applicable law.

If interested, please send resume and two references via email titled “ADC Communications Director” to **leo@nvassemblydems.com**