



CHILDREN'S ALLIANCE

A Voice for Washington's Children, Youth & Families

Communications Specialist

Job Announcement

May 15, 2019

The Communications Specialist helps to plan and execute strategic communications campaigns in support of Children's Alliance's early learning policy priorities.

Supervised by the Communications Director, this position is a member of the organization's Advocacy Team, working in close coordination with the organization's Early Learning Policy Team.

This is a salaried 30 hours/week (0.8 FTE) position based in the Children's Alliance's Seattle office, with health, dental, vacation, and other benefits included. The annual salary is \$40,000.

By working with members and community leaders across the state, Children's Alliance promotes and advances public policies that build a strong, shared future for all Washington's kids.

Major responsibilities:

To carry out this work, the Communications Specialist uses strategic communications principles and tactics to further racial equity by positively affecting laws, budgets and government-agency practices that affect kids from birth to age five and their families.

Responsibilities include:

- Helping to plan and implement communications activities that engage, influence, and activate Children's Alliance members, allies and lawmakers to advance early learning campaign priorities;
- Writing, editing, producing and disseminating a range of materials, e.g. policy briefs, press releases, infographics, video clips, sample op-eds and social media posts;
- Monitoring, sharing and promoting media on early learning campaign priorities, including news coverage, opinion pieces and social media;
- Editing and managing content at www.childrensalliance.org and on early learning campaign-related websites;
- Collaborating with fellow staff on member-based communications through digital communications platforms such as Phone2Action and Mailchimp.

Qualifications:

- Passion for and interest in supporting the work of a child advocacy organization;
- Excellent written and oral communications skills;
- Experience with managing organizational or campaign-based websites and social media;
- A record of working productively in collaborative settings, with concrete examples of positive contributions to organizational goals;
- A record of adoption, use and assessment of digital communications tools;
- Experience with racial equity and a commitment to undoing institutional racism;
- Broad familiarity with the impact of state and federal public policies on kids and families;
- At least eight months' experience in public policy advocacy, marketing, journalism or communications.

To apply:

Send letter of interest and resume to job@childrensalliance.org, with subject line "Communications Specialist."

Applicants are also encouraged to fill out the optional affirmative action form, available at <http://www.childrensalliance.org/jobs>.

Applications are accepted until the position is filled.

Desired starting date: No later than July 8.