



Communications Manager, Democratic Party of Illinois

The Democratic Party of Illinois (DPI) is seeking a dynamic individual to fill the position of Communications Manager. This position works closely with the Deputy Director to effectively further the DPI's strategic goals in the news media and among key Democratic stakeholders.

About the Democratic Party of Illinois

In the 2022 election cycle, the DPI will protect and elect Democrats up and down the ballot, while building the most active and inclusive party our state has ever seen. Our work is year-round, and our programs will focus on welcoming Illinois Democrats home to a party focused relentlessly on electing those who champion our causes and our communities. As we approach the largest cycle we'll see this decade, we seek outstanding applicants to help us achieve our mission of electing Democrats at all levels in 2022 and beyond.

What Will You Do?

The Communications Manager is responsible for executing DPI's media and stakeholder communication strategies.

Responsibilities include:

- In partnership with the Deputy Director, develop and implement an overarching communications strategy for DPI using its online and offline assets;
- Develop and draft press communications, press releases, advisories, and other press materials;
- Manage DPI's press engagement tools including but not limited to press lists, email sending tools, website, and more;
- Develop and execute online and offline earned media tactics including press conferences, rallies, events, op-eds, and more;
- Develop and execute stakeholder communications including newsletters, updates, briefings, and more;
- Work in partnership with digital staff to effectively promote the DPI's message via all online channels;
- Develop strategic opportunities that promote the organizational mission;
- Engage in vendor relationships as needed;
- Other duties as assigned.

Who Are You?

The ideal candidate will be a passionate promoter of Democratic values and have experience in communications. They will be constantly curious and creative, and be an exceptional communicator in a variety of platforms. A familiarity with the Illinois political landscape is preferred.

Qualifications:

- At least one cycle working in a paid role as communications staff on an electoral or issue advocacy campaign;
- Demonstrated experience creating written communications materials including press releases, advisories, and op-eds;
- Demonstrated experience creating and executing earned media tactics including press conferences and rallies
- Excellent written and verbal communication skills;
- Effective time management skills, including prioritizing and managing multiple tasks in a fast-paced environment;
- Ability to effectively collaborate and work well with internal staff and external stakeholders at all levels;
- Demonstrated ability to be flexible and able to adapt quickly to meet project needs;

Job Details

Applicants must live in Illinois. Fully-remote applicants considered, but preference given to applicants who can work in-office either in Chicago or Springfield. Applicants must have the ability to travel throughout the state for up to several days at a time and must have a valid driver's license.

The salary range for this role is \$45,000 - \$65,000, and is commensurate with experience. DPI also offers a generous benefits package with the opportunity for growth.

How To Apply

Interested candidates should send an introductory email and their resume to careers@ildems.com. Interviews will be conducted on a rolling basis. Preference given to applicants who apply by April 15, 2022.

The Democratic Party of Illinois is committed to diversity among its staff and recognizes that its continued success requires the highest commitment to hiring and retaining a diverse staff that provides the best quality services to our mission. DPI is an equal opportunity employer and it is DPI's policy to recruit, hire, train, promote and administer any and all personnel actions without regard to sex, race, age, color, creed, national origin, religion, sexual orientation, gender identity, ethnic identity, physical disability, or any other legally protected basis.