



## **JOB ANNOUNCEMENT**

**Title: Communications Director**

**Organization: Iowa House Democrats**

**Location: Des Moines, Iowa**

**Salary: \$4,500/month**

The Iowa House Democrats are a full-time political organization dedicated to winning a Democratic majority in the Iowa House of Representatives.

The Iowa House Democrats are looking for an experienced, full-time Communications Director to work closely with our leadership, candidates, and members. This person will be tasked with developing and executing communications strategy for our caucus members and candidates. The Communications Director will work closely with the Leader, Caucus Director, Deputy Caucus Director, Candidate Services Director, and Iowa House Democrats staff to identify opportunities for candidates and members to capitalize on the political environment and execute a communications plan to win back a majority in the Iowa House. An ideal candidate will need to be detail oriented, have experience in political communications, and have the ability to develop and execute communications strategy for a diverse group of candidates.

### **Primary Responsibilities:**

- Work with the Leader, Caucus Director, and Deputy Caucus Director to develop strategic communications strategy for caucus, members, and candidates;
- Work with Candidate Services Director to draft and send press releases for caucus, candidates, and members;
- Advise caucus leadership, members, candidates, campaign managers, and caucus staff on communications best practices and opportunities for improvement in communications strategy;
- Manage social media and email presence for caucus, caucus leadership, and select candidates and members;
- Develop and execute campaign communications plans for targeted candidates and members;
- Develop and execute a comprehensive media strategy for caucus, candidates, and members;
- Manage legislative session accountability program for caucus membership, including researching and developing copy regarding relevant legislation;
- Work with Finance Director to manage email and online fundraising strategy;
- Work with targeted candidates, members, and consultant team to execute paid communications plans including mail, digital, and television advertising.

**Qualifications:**

- Minimum two years of experience in political, corporate, or agency communications;
- Self-starter with the ability to show strong organizational and planning skills while working long hours in a fast-paced, high-pressure environment;
- Strong written and oral communication skills;
- Experience with website design, Canva, email CRM, graphic design preferred;
- Strong understanding of political environment and political communications best practices;
- Experience managing social media accounts;
- Experience drafting and sending press releases, on-the-record media relations experience preferred but not required;
- Lives in or willing to relocate to Des Moines, IA for the duration of the current campaign cycle;
- Must have a car (position will at times require travel around the state);
- Work extended hours, including nights and weekends as needed.

**Applications must be submitted by January 14th, 2022. Please submit your resume, three references, and a cover letter to Caucus Director Stu Adams at [sadams@iowademocrats.org](mailto:sadams@iowademocrats.org).**

Please contact Stu Adams at [sadams@iowademocrats.org](mailto:sadams@iowademocrats.org) for any accommodations you need for the application and interview process.

The Iowa Democratic Party is an equal opportunity employer, and employs without regard to race, color, religion, gender, sex (including pregnancy, gender identity, and sexual orientation), parental status, family medical status or genetic information, military service, age, national origin, ancestry, marital status, height, weight, creed, economic status or disability.