

We Are Hiring



DEPUTY DIRECTOR OF COMMUNICATIONS

SALARY: 60K-90K BASED ON EXPERIENCE

DEPUTY DIRECTOR OF COMMUNICATIONS

ABOUT As the Deputy Director of the Communications Department, you'll work closely with the Director of Communications and legislative leadership, playing a crucial role in shaping the organization's public image and driving advocacy efforts. You'll be responsible for developing and executing comprehensive communication strategies to support legislative priorities and engage stakeholders. Strategic communications skills, political acumen, and the ability to navigate complex policy issues are essential for success in this role.



RESPONSIBILITIES & DUTIES

- Develop and Implement communications strategies that align with the organization's legislative goals. Craft clear and compelling messages, talking points, and communications materials to effectively advocate for specific policies and initiatives.
- Cultivate and maintain relationships with media outlets, journalists, & press contacts. Proactively pitch stories & respond to media inquiries to ensure accurate & positive coverage of legislative efforts.
- Collaborate with legislators, government officials, advocacy groups, & other stakeholders to build relationships, gather information, and advance legislative priorities.
- Plan and execute public affairs campaigns to raise awareness, mobilize grassroots support, and build public engagement on key legislative issues.
- Prepare speeches, talking points, & briefing materials for legislative leadership & senior executives to effectively communicate legislative positions.
- Handle communications during crisis or situations when sensitive issues arise in relation to legislative matters.
- Utilize digital communication channels, social media platforms, & online tools to disseminate information & advocate for legislative priorities.
- Monitor legislative developments, bills, and policy initiatives at the local, state, or federal level. Analyze their potential impact on the organization and provide strategic insights.
- Measure the effectiveness of communication strategies and campaigns, tracking key performance indicators, and provide regular reports to internal stakeholders.
- Provide guidance and support to the communications team, coordinating efforts and ensuring alignment with legislative goals.

PREFERRED QUALIFICATIONS:

- Bachelor's degree in communications, Political Science, Public Relations, Journalism, or a related field. Several years of experience in legislative communications, public affairs, or a related field, with demonstrated experience in developing and executing successful communication strategies.
- Strong understanding of the legislative process, political landscape, and public policy issues. Excellent written and verbal communication skills, with the ability to tailor messaging for diverse audiences.
- Media relations expertise and experience handling press inquiries. Proficiency in digital communication and social media platforms. Ability to work under pressure, manage multiple projects, and meet deadlines in a fast-paced legislative environment.
- Strong analytical skills and the ability to translate complex legislative issues into accessible and compelling communications. Collaborative and diplomatic approach to work, with the ability to build relationships with diverse stakeholders.

BENEFITS:

- Immediate service credit in the State employee Retirement System (SERS)
- One times your salary in a Life Insurance at no cost to you.
- Sick, vacation, personal, and compensatory time off.
- Option for a flex-time schedule during non-session time.
- Multiple health plan options for health, dental, and vision benefits
- Deferred compensation program, Flexible spending accounts, & Wellness programs

To apply, please visit our hrscareers.com website or send your resume to hrfiscaloffice@hrs.ilga.gov