

NOW HIRING

Communications Analyst

Office of Illinois House Minority Leader
Communications Team

WE ARE HIRING FOR OUR COMMUNICATIONS TEAM

The ideal candidate will have a college degree in a communications-related field and have an interest in government and public policy. The role requires working directly with State Representatives to create content, press releases, social posts, media materials and events.

LOCATION: Springfield, Illinois

SALARY: \$45,000 minimum, salary based on experience

FOR FURTHER INFORMATION OR TO APPLY

Interested applicants can [upload](#) their resume and cover letter or email them to:

Melissa Thomas
HR Director
Office of Illinois House Minority Leader
217-782-2041
mthomas@hrs.ilga.gov
HRSCareers.com

Below is an abbreviated list of responsibilities as well as requirements for the position. The complete list can be found on our website at HRSCareers.com.

NEEDED SKILLSET:

- Exceptional written, interpersonal and oral communication skills
- Ability to work in a team setting, multi-task, work proactively, and have excellent time-management skills
- Experience managing social media platforms, including Facebook, Twitter and Instagram

EDUCATION AND WORK EXPERIENCE:

- A bachelor's degree is preferred but not required in communications, public relations, journalism, political science, marketing, English, history or a related field
- A minimum of 1-2 years of professional experience in communications, public relations, journalism, marketing, politics or a related field. Internship experience may count toward overall work experience

BENEFITS:

This full-time position offers expansive State of Illinois benefits:

- Defined benefit pension plan with immediate service credit in the State Employee Retirement System
- Multiple health plan options for health, dental, vision and life insurance benefits, including health savings accounts.
- Deferred Compensation Program, Flexible Spending Accounts, Wellness Programs
- Earned Benefit time, including vacation and sick days