

Communications Manager

Repair the World, a national nonprofit located in New York City, is seeking a seasoned marketing and communications professional to help implement the varied components of Repair's social marketing activities. He or she will play a critical role in helping move forward Repair's mission to inspire American Jews to serve by producing effective communications, publicizing Repair and its partners' work, executing creative social marketing strategies, supporting internal departments, and working to ensure the brand's consistency. This position reports to the VP of Marketing and Communications.

Responsibilities include

As part of a fast-paced, entrepreneurial team, the Communications Manager will:

- Develop and implement a strategic communications plan, integrating public relations, web, social media, email marketing, events, partnerships, etc;
- Work with and support colleagues to create and enhance collateral such as e-newsletters, brochures, reports and other resources on and offline;
- Manage editorial/outreach calendar, craft and edit blog posts, write speaking points, op-eds, speeches;
- Manage press strategy and outreach, continually identify new media, partnership and publicity opportunities
- Co-manage social media assets and outreach, thoughtfully advancing Repair's community engagement efforts;
- Serve as ambassador at events, speaking engagements, panels and other public forums;
- Manage outside consultants to ensure the timeliness and quality of their projects;
- Assist and lead special projects as needed, such as: revamping and re-launching online properties, managing national roll out of messaging and brand, launching Repair's first-ever issue-based campaign, new research findings and other campaign rollouts

Educational, Skills and Experience Required:

- Bachelor's degree; Advanced degree a plus (*Use that schooling!*)
- 6+ years of experience in public relations, digital media, communications, journalism or other relevant field: (*Put your know-how to the test!*)
- Excellent writing and editing skills. (*You should be creative, punchy, smart and generally good with words*)

- Experience producing collateral, orchestrating social media and communications campaigns: (*You should enjoy getting things done, seeing results, and taking the lead, when need-be*).
- Excellent interpersonal, presentation and relationship management skills. (*Please be responsible, nice and easy to work with*)
- Attention to detail, ability to multi-task, manage complex projects and see work through completion (*You should think quickly, thoughtfully and be flexible*).
- News-sense, passion for and knowledge of emerging media (*Know what's hot!*)
- Experience with, or knowledge of Jewish communal world, the 18-25 demographic and their communications/media habits preferred but not required (*good stuff to know, but you'll learn*)
- Facility with online project management platforms and CMS a plus (*Enough said*).
- Sense of humor a must! (*we take this seriously. really*).

To Apply:

Tell us why you rock! Please send CV, cover note, and examples of your work to: MarComm@weRepair.org with "Communications Manager" in the subject. We'll get back to you just as soon as we can.

EQUAL EMPLOYMENT OPPORTUNITY

The organization provides equal employment opportunities to all applicants and employees in excess of requirements as established by law. In addition, the Organization affirmatively seeks to advance the principles of equal employment opportunity as it applies to all policies and procedures relating to recruitment and hiring, compensation, benefits, termination, and all other terms and conditions of employment.