



Communications Director

Overview

The Nevada State Democratic Party (NSDP) seeks a Communications Director to lead the daily operations, rapid response efforts, press events, long-term communications projects, and digital communications for the State Party. The Communications Director also works with reporters and drives earned media coverage. The Communications Director reports to the Executive Director and works closely with the other Department Directors, consultants and campaigns.

Duties & Responsibilities

- Effectively publicize the goals, platform, activities, and accomplishments of the State Party with the news media and key constituency groups through traditional and social media as well as digital marketing;
- Proactively manage a multidisciplinary department that manages all communications requests, rapid response communications, digital media, and the tracking operation;
- Serve as on-the-record spokesperson for NSDP, Party Chairperson, and other principals;
- Handle all media requests and prepare and disseminate communications tools such as press releases, op-eds, public statements, speeches, talking points, presentations, media advisories, briefings, pitch ideas, videos, email blasts, newsletters, social media, and graphics;
- Maintain relationships with media professionals across the state;
- Work with staff and stakeholders to manage crisis communications;
- Manage and produce email and social media calendar, direct list-building initiatives, and maintain content for the website and multiple social media platforms;
- Develop and execute press events with surrogates and elected officials.
- Prepare and execute short and long-term communications plans;
- Provide media training for county party representatives;
- Work with DNC, campaigns and democratic committees to coordinate press and communications strategy and assist as needed.

Desired Skills & Qualifications

- At least 3 years of professional work in communications, journalism, campaigns or related area;



- Excellent computer skills;
- Excellent written and verbal communication as well as grammatical and copy editing skills;
- Ability to think quickly on your feet and work in a fast-paced team environment;
- Experience executing digital and traditional communications strategies;
- Keen eye for identifying opportunities and potential risk, and ability to rally assets;
- Knowledge of NGP, VAN, InDesign, and other related software preferred;
- Proficiency in spoken and written Spanish is beneficial;
- Strong organizational skills and attention to detail; and
- The ability to work under tight deadlines and adapt quickly to changing work priorities.
- Ties to Nevada are beneficial

HOW TO APPLY:

This is a full-time position based in Las Vegas, NV. Applications will be reviewed on a rolling basis until the position is filled. Salary is commensurate with experience. Please send your resume, cover letter, and contact information for two references to jobs@nvdeems.com. Please include “Communications Director” in the email subject line. This position will be open until filled and applications will be reviewed on a rolling basis. Salary is commensurate with experience.

Equal Opportunity/Diversity Policy

The Nevada State Democratic Party (NSDP) prohibits discrimination of employment, promotion, compensation, terms, conditions, or privileges of employment on the basis of gender, disability, race, age, national origin, color, creed, sexual orientation, sex (including marital and parental status), gender identity and expression, religion, economic status, ethnic identity, veteran's status, or any other basis prohibited by applicable law. This policy covers all programs, services, policies, and procedures of the NSDP, including opportunity for employment and treatment as a NSDP employee. The NSDP is an equal opportunity employer and will comply with all applicable laws prohibiting discrimination in employment.

NSDP's equal opportunity policy covers all programs, services, policies, and procedures of the NSDP, including opportunity for employment and treatment as a NSDP employee, as well as opportunities for Consultants to contract with the NSDP.

The NSDP is committed to building a staff that reflects the diverse communities that makeup our state and the Democratic Party. Working towards the goal of a diverse NSDP, our policy extends to both Staff and Consultants.