



## Civil Rights Corps

### Solicitation for Applicants for Communications Manager

#### **About Us**

Civil Rights Corps is an innovative and aggressive non-profit civil rights law organization based in Washington, D.C. Our groundbreaking litigation and advocacy work has resulted in systemic reforms to legal systems across the country. For example, our staff has led the way in designing and bringing pioneering challenges to the rise of modern American debtors' prisons, the American money bail system, and the militarization of local police forces. Our staff is comprised of passionate and dedicated advocates who seek to fight inequality and protect the rights of the most underrepresented, impoverished, and marginalized members of our society. Employees at Civil Rights Corps possess a profound commitment to serving social justice and fighting inequality in all of its forms, and they approach their work with urgency. Learn more about our work at [civilrightscorps.org](http://civilrightscorps.org).

#### **Job Description**

Civil Rights Corps seeks an experienced and passionate person to manage CRC's communications strategy. The Communications Manager will help us use media and other communication tools to write compelling narratives and tell our clients' stories, all to contribute to a broader social movement around ending mass human caging. The Communications Manager must have a solid grasp of the legal issues involved in our work to change the American criminal system and approach the task of contributing to a broader social movement with urgency. Job duties will include:

- The Communications Manager will work closely with CRC's legal staff to develop communication strategies and materials around litigation efforts and will be responsible for managing CRC's overall communications strategy.
- Manage news media inquiries about our work and initiate outreach to news media.
- Coordinate with litigation partners, amici, and community groups that assist our efforts.
- Assume primary responsibility for maintaining the Civil Rights Corps website and social media presence.
- Contribute to and lead production and distribution strategies for research reports, fact sheets, brochures, and public education materials.
- Draft talking points, pitch memos, and other documents for staff appearance in the media.

#### **Qualifications**

The ideal applicant is passionate about social justice, hard-working, a fast learner, proactive, able to juggle multiple tasks, and able to work well in a collaborative environment. Specific qualifications we are looking for include:

- Minimum 3-4 years' experience in public relations, journalism, or communication work within advocacy/community organizations.

- Technical understanding of and experience managing social media platforms.
- Bachelor's degree required.
- Innovative thinking, an unwillingness to accept things as they are, and a strong work ethic are essential.
- Demonstrated commitment to the mission, purpose, and values of CRC.
- Experience creating and implementing new campaigns.
- Enthusiasm and expertise for political education and building collective community consciousness. The ideal candidate has prior experience in communications at non-profit or political organizations or experience in community organizing.
- Strong working knowledge of or interest in the American criminal legal system.
- Prior work in racial and economic justice movements / campaigns.
- Excellent communication and public speaking skills; excellent writing skills.
- Experience working with diverse populations and on behalf of low-income clients.
- Proven ability to take initiative, establish priorities, work independently, self-motivate, and proceed with objectives with minimal supervision.

Civil Rights Corps is an equal opportunity employer. We value a diverse workforce and an inclusive culture. Civil Rights Corps is committed to promoting an environment free of barriers and discriminatory practices for its clients and staff.

### **Salary, Benefits, and Logistics**

This is a full-time position beginning as soon as possible. The position will receive excellent benefits, including full health care coverage, generous retirement benefits, and public transportation benefits. The position will be paid a competitive salary commensurate with experience. Federal holidays will be paid time off, along with paid vacation and sick time.

### **Application Requirements**

Interested applicants should submit a cover letter, resume, writing sample (advocacy piece preferred), and list of four references to Civil Rights Corps on a rolling basis. Materials should be addressed to Eric Halperin, [jobs@civilrightscorps.org](mailto:jobs@civilrightscorps.org). Please include your name and "Communications Manager" in the subject line.