



The Democratic Party of Georgia (DPG) is seeking a full-time Press Assistant. This position will join our three-person Communications Team and assist with drafting press materials, engaging with members of the media, staffing events, and tracking projects.

Responsibilities:

- Draft press materials, such as event advisories, press releases, and op-eds.
- Draft internal communications materials.
- Engage with local media outlets to secure coverage of events and stories.
- Monitor local media outlets for opportunities to engage on stories and issues.
- Maintain DPG databases and assist with tracking various projects.
- Staff in-person press events as needed.

Qualifications and skills:

- Experience in communications (internship, full time work, volunteering, etc).
- Passionate about politics and committed to DPG’s mission.
- Familiarity with Georgia politics and Georgia media landscape.
- Strong writing and organizational skills.
- Meticulous, thorough, and adaptable to feedback.
- Reliable, communicative, and eager to build relationships in Georgia political and media circles.
- Experience in Georgia politics a plus (internship, full time work, volunteering, etc).

Compensation and expectations:

- Salary is competitive and commensurate with experience. Position will include medical and vision insurance benefits at no cost to the employee.
- The ideal candidate will be able to commit to this position through the November 2022 election. DPG staff are expected to work flexible schedules and be available as needed, with unpredictable and longer hours becoming more typical as the election nears.
- This position is based in Atlanta, Georgia. DPG is currently operating on a remote work basis but will likely resume some in-person activities, in accordance with public health guidelines, in the fall.

How to Apply:

- Please submit a resume, two references, and cover letter addressing your interest and relevant experience/qualifications for this role with “Press Assistant” in the subject line to pressoffice@georgiademocrat.org. Applications will be accepted on a rolling basis and will be reviewed beginning Friday, September 17.

DPG believes our diversity is our strength and we encourage individuals with diverse backgrounds—including race, ethnicity, religion, gender, marital status, parenting status, sexual orientation, age, national origin, disability or veteran status—to apply.