



## **Democratic Party of New Mexico Job Opening: Communications Director**

The Democratic Party of New Mexico (DPNM) 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 Chair, other Department Directors, elected officials and campaign teams.

Here at DPNM, we are passionate about Democratic issues and values, and we love electing fierce Democrats to public office. We believe in building a strong state party infrastructure so the work we do creates long-term success and progress. We have a culture where we support one another and we've got each other's backs. We work hard, while still making sure to take care of ourselves and our team. We are an organization that fosters people's careers and we celebrate career growth, even if/when it means moving on to another organization.

If you're searching for ways to make the world a better place through political action, then we're searching for you!

**Applications Due:** Applications will be accepted until position is filled; see below for process

**Title:** Communications Director

**Status:** Full-time

**Salary and Benefits:** Salary commensurate with experience, range \$68,000 to \$75,000, with benefits package, including health, dental and vision insurance, vacation time, and sick leave.

The Democratic Party of New Mexico (DPNM) seeks a Communications Director who can deliver effective messages to the media. You will oversee the daily communications, rapid response efforts, press events, long-term communications projects, and digital communications for the State Party. The Communications Director cultivates relationships with local and national reporters and is responsible for driving earned media coverage.

### **RESPONSIBILITIES:**

- Publicize the goals, platform, activities, and accomplishments of the State Party and Democratic elected officials with the news media and key constituency groups through traditional and social media;
- Manage coordinated campaign communications staff responsible for handling communications requests, rapid response, digital media, and media tracking;
- Serve as on-the-record spokesperson for DPNM, the Party Chair, and other principals;
- Schedule and prepare DPNM spokespeople for media appearances including interviews, speeches, run-of-shows, and press conferences;



- Handle media requests; prepare and share communications materials such as press releases, op-eds, public statements, speeches, talking points, presentations, media advisories, briefings, pitch ideas, email blasts, and newsletters;
- Foster relationships with media professionals across the state;
- Work with staff and stakeholders to manage crisis communications;
- Develop and execute press events with surrogates and elected officials;
- Provide media training for county party representatives;
- Work with DNC, campaigns and democratic committees to coordinate press and communications strategy and assist as needed;
- Oversee all Party digital communications, including emails, social media posts, and advertisements;
- Work with various departments to finalize written communications to State Central Committee members, county chairs, donors, and other stakeholders.

#### **QUALIFICATIONS:**

- Preferred 3+ years of professional work in communications, journalism, or politics;
- Excellent computer skills;
- Excellent written and verbal communication, including copy editing skills;
- Ability to think quickly on your feet and work in a fast-paced team environment;
- Experience planning and 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;
- Experience managing a team is preferred;
- Proficiency in spoken and written Spanish is beneficial;
- Strong organizational skills and attention to detail; and
- Ability to work under tight deadlines and adapt quickly to changing work priorities.
- Ties to New Mexico are beneficial

#### **HOW TO APPLY:**

This is a full-time position based in Albuquerque, NM. Applications accepted on a rolling basis until the position is filled. Salary commensurate with experience. Please email a resume, cover letter, writing sample and 3 references to Sean Ward, Executive Director, "RE: Communications Director." [sean@nmdemocrats.org](mailto:sean@nmdemocrats.org). No cold calls please.

The Democratic Party of New Mexico is committed to diversity, and recognizes that continued success requires the highest commitment to obtaining and retaining a diverse staff that provides the best quality services to supporters and constituents. The DPNM is an equal opportunity employer. Our policy to recruit, hire, train, promote and administer any and all personnel actions without regard to sex, race, age, color, creed, national origin, religion, economic status, sexual orientation, veteran status, gender identity or expression, ethnic identity or physical disability, or any other legally protected basis.

