



## **Montana Democratic Party (MDP) - Communications Director Job Posting**

The MDP seeks a highly skilled Communications Director to assist in all aspects of communications strategy, messaging, rapid response, press relations, and oversight of digital operations. The Communications Director will be responsible for moving, implementing, and overseeing external and internal communications. The Communications Director will report to the Executive Director and will work closely with staff, elected officials, candidates, and other stakeholders. This role will play a critical role in key elections in Montana this cycle, including the governor's race, down-ballot statewide races, and two congressional races. This position is full-time, based in Helena and will require some travel.

### **Required Skills, Abilities, and Experience:**

- Minimum of three years of experience in communications and/or political campaigns;
- Self-starter with the ability to show strong organizational and planning skills while working long hours in a fast-paced, high-pressure environment;
- On-the-record experience is preferred;
- Excellent written and verbal communication skills;
- Experience creating and executing communications strategies via digital and social media. Graphic design abilities are a plus;
- Experience developing strong working relationships with statewide and national media.

### **Duties and Responsibilities:**

- Develop and maintain strong working relationships with statewide and national media;
- Serve as point of contact for all incoming press requests to the Montana Democratic Party;
- Draft communications products, including: press releases, op-eds, talking points, public statements, media advisories, speeches, and internal communications and MDP newsletters;
- Assist in planning and implementing communications strategies to support Democratic campaigns up and down the ballot;
- Plan social media calendar and work with digital staff to manage social media content and messaging;
- Media training surrogates, staff, and candidates for interviews and press appearances;
- Assist on other communications projects as needed;
- Flexibility to work long and irregular hours, including weekends and evenings, with some travel as needed.

### **Compensation:**

Compensation commensurate with experience. MDP offers a generous paid health insurance plan and travel compensation.

### **How to Apply:**

To apply, please submit a resume to [sheila@montanademocrats.org](mailto:sheila@montanademocrats.org). Applications will be accepted until the position is filled. Incomplete applications will not be considered.