



Title: Communications Manager

FTE: Full-time, exempt 35-40 hours week

Compensation and benefits: \$60,000-\$65,000/yr depending on experience. Benefits include 100% employer paid health insurance, up to 3% employee sponsored match on Simple IRA, generous holiday, paid time off and flex Friday policies

The opportunity: HereTogether believes in a future where every person in the Portland Metro region has a safe place to call home. We are a broad-based, multi-constituency coalition that, together, developed and passed the largest per capita investment in homeless services in the United States. We now continue to advocate to ensure that ballot measure reaches its full potential.

We are a small, passionate team, committed to thinking outside the box and finding common ground to help our community move forward. Our team thrives on creativity and open-mindedness, valuing each member's contribution to our collective goals. We are deeply committed to our cause, yet we remain flexible in our approach, always seeking the most effective path to make a real difference in the lives of those we serve.

Position Overview

We are seeking a dynamic Communications Manager who is passionate about making a difference. This role requires a blend of creativity and strategic thinking, as you will be at the forefront of sharing our vision and successes with a broader audience. You will play a pivotal role in framing our narrative, highlighting our initiatives, and fostering community engagement.

Primary Responsibilities

Content development and audience targeting

- Develop and manage content for social media, emails, blogs, and other digital platforms to engage audiences and build support.
- Independently and/or managing volunteers and contractors, create original content highlighting the stories, voices and lived experiences of people experiencing homelessness and those who help our houseless neighbors secure permanent housing.
- Use online tools such as Canva, Adobe Spark, etc., to create shareable graphics, photos and videos.
- Generate materials for public education presentations, including slide decks, talking points, press releases and printed materials.

Relationship management, cultivation and trainings

- Foster collaborative relationships with advocates, elected officials, academics, people with lived experience and other key leaders in our community to strengthen communication strategies and collaborative efforts to address homelessness.
- Establish and nurture relationships with press contacts covering homelessness throughout the region.

- Foster a robust communications network within our coalition by developing and hosting monthly communications training workshops as well as personal engagement.
- Monitor and evaluate communications strategies, reporting progress and opportunities to staff, project leaders and stakeholders

Other organizational responsibilities:

- Assist in fundraising efforts, including crafting narratives for grant applications and developing content for marketing campaigns, in collaboration with organization directors.
- Contribute to the creation and distribution of coalition policy priorities, public statements, and advocacy campaign language.

The following experience and skills are desired:

- A Magical Way with Words:
 - A unique ability to craft compelling narratives that resonate deeply, using language that evokes shared values and humanity to inspire action.
- Versatility in Communication Platforms:
 - Proficiency in a wide range of communication platforms, including social media, blogs, email campaigns, videos, and press releases.
- Audience-Centric Messaging:
 - Skilled in tailoring messages to diverse audiences, showcasing our adaptive and inclusive communication approach.
- Relationship Building:
 - Proven success in establishing and nurturing meaningful relationships with partner organizations, stakeholders, and community leaders.
- Strong Organizational Skills:
 - Outstanding capabilities in organizing and planning comprehensive communication strategies and initiatives.
- Media Relations Expertise:
 - Experience in planning and managing media relations to effectively promote our message and goals.
- Training Coordination and Expertise:
 - Proficiency in coordinating and facilitating training sessions aimed at enhancing communication skills within our team and partner network.
- Trauma-Informed Storytelling:
 - Experience with trauma-informed approaches in storytelling, ensuring sensitive and respectful representation of the experiences of those facing homelessness.

TO APPLY:

In lieu of a cover letter, please answer the following questions using [this survey](#).

Please upload your resume to the same survey.

1. Please describe a personal experience or moment that ignited your passion for addressing homelessness? How does this experience influence your approach to communications in this field?
2. In your view, what are key elements to consider when creating messages aimed at widening an organization's support base among diverse audiences? Briefly describe how you would apply these elements in a communication strategy.
3. Given that the ideal candidate may not be an expert in every aspect of this role, can you share your approach to learning and developing in areas where you have less experience? How would you balance enhancing your skills while effectively managing your responsibilities in this position?

Alternatively, please send your answers as a PDF with your name and your resume to Kandace King, info@heretogetheroregon.org

HereTogether will be reviewing applications as they come in and plans to host first round interviews the week of December 18. Applications will be accepted on a rolling basis and the position will remain open until filled.

Questions about the application process? Please reach out to Kandace King, info@heretogetheroregon.org

HereTogether encourages people of all races, ethnicities, sexual orientations, gender identities, religions, ages, and disabilities to apply. If you think you would be a good fit, we want to hear from you.