



### **Political Communications Manager**

The International Brotherhood of Teamsters (IBT) is America's largest, most diverse union. In 1903, the Teamsters started as a merger of the two leading team driver associations. These drivers were the backbone of America's robust economic growth, but they needed to organize to wrest their fair share from greedy corporations. Today, the Union's task is exactly the same.

The Teamsters are known as the champion of freight drivers and warehouse workers, but have organized workers in virtually every occupation imaginable, both professional and non-professional, private sector and public sector.

The Strategic Initiatives Department oversees the Teamsters' communications, strategic research, economic analysis, and capital strategies as well as the Teamsters History Project. Strategic Initiatives provides essential resources to Teamster affiliates to succeed in organizing, public relations and contract campaigns, expand audience reach and improve messaging and public perception of the Teamsters.

The **Political Communications Manager** oversees the planning, workflow, and completion of long-term strategies, initiatives, and campaigns. The position entails writing, editing, research, and a deep understanding of labor policy and national & local politics. The Political Communications Manager position is based in Washington, DC, and is required to work in the headquarters.

#### **DUTIES, RESPONSIBILITIES AND MAJOR TASKS**

- Responsible for working with the Political and Legislative Action Department to conduct political communications on behalf of the union.
- Works with IBT department, affiliates, and divisions to write and produce internal and external materials and messaging.
- Writes and edits articles (print and web), news releases, editorials, campaign literature, speeches, talking points, etc. to advance the union's political priorities.

- Analyzes and summarizes labor policy and legislation on the local, state, and national level.
- Prepares materials for the news media and handles press inquiries related to political and legislative issues.
- Makes arrangements for news conferences and other media events.
- Works with photographers and video crews during campaign events and various political rallies and actions.
- Assists in the planning and execution of visibility events such as protests, rallies, speeches, etc.
- Writes articles for Teamster magazine and other union publications.
- Performs all other duties and responsibilities as related to the position and assigned by the Director, Strategic Initiatives Department, or designee.

#### **EDUCATION & EXPERIENCE**

- Bachelor of Arts degree in journalism, communications, and/or political science required.
- Post-graduate work preferred.
- Three to five years' experience as a journalist, preferably in a trade union or political environment, required.
- Demonstrated familiarity with tools and equipment associated with magazine production and personal computer required.
- Must have the ability to manage several assignments at one time.
- Demonstrated emotional maturity to function in stressful situations.
- Ability to travel as necessary, required.

Starting salary range is \$76,000 - \$86,000, plus FICA reimbursement, 100% employer-paid health & welfare plan, pension, optional 401(k), FSA, and vacation & sick leave.

To apply, please submit a cover letter and resume to Yvette Robinson at [yrobinson@teamster.org](mailto:yrobinson@teamster.org), Subject: "Political Communications Manager position." No phone calls, please.

The IBT is an Equal Opportunity Employer, and strongly encourages women, people of color, LGBTQ individuals, and candidates with diverse backgrounds and life experiences to apply.