



Communications Associate

Detention Watch Network

Location: Anywhere in the US, Mountain or Pacific Time preferred

Who we are:

Founded by a group of dedicated organizations in 1997, Detention Watch Network (DWN) is a national coalition building power through collective advocacy, grassroots organizing, and strategic communications to abolish immigration detention in the United States. DWN is staffed by a small and growing team, committed to a vision of a world where every individual lives and moves freely and a society in which racial equity is the norm and immigration is not criminalized.

Recent DWN Accomplishments:

- Secured over 100 Members of Congress to call for cuts in federal funding for detention and deportation through the #DefundHate campaign;
- DWN hosted our 12th National Member Conference in spring 2018 in Denver, CO with 200 people in attendance;
- In collaboration with members, prevented the opening of new detention facilities in the Midwest;
- Sub-granted over \$50,000 to grassroots members working to end detention at the local level.

Position Summary

The DWN Communications Associate will play a critical role in ensuring that DWN's message is clear, consistent and principled in DWN's vision and values to advance our campaign priorities. The Associate will take the lead in managing DWN's social media presence including content development and design with the goal to grow DWN's audiences and increase campaign visibility.

This position reports to DWN's Communications Director.

What you'll do:

Press and media outreach

- Write media advisories, press releases, op-eds, letters to the editor, talking points, etc. that amplify DWN's campaign priorities.
- Provide strategic recommendations to important topics and news angles to the press that strengthen the DWN brand
- Support rapid response communications efforts
- Pitch to national and local media outlets on immigration detention issues
- Provide coverage reports and metrics to measure success

Expand DWN's digital reach

- Develop strategic social media plans to supplement campaign communications plans

- Manage and post timely content via DWN’s digital channels, including website, email marketing, and all social media platforms
- Support DWN’s communications plan by developing action alerts and sharing campaign resources
- Create and edit short and sharable video content, as well as, graphics and/or gifs
- Track and analyze all digital channels, including Google Analytics, Twitter and Facebook analytics, email/e-newsletter click/open rates, and adjust strategy accordingly
- Manage small projects with vendors, such as video production and report design
- Stay abreast of technology, social, and industry-wide trends

Coordinate network communications

- Collaborate with the program team to create and maintain the editorial content calendar with key dates relating to direct actions, policy agenda, content/stories, current events, holidays, etc.
- Train DWN member organizations to build communications capacity and support logistics and outreach for trainings
- Highlight member organizations’ work, provide support, and collaborate when communications needs are expressed
- Coordinate press events and teleconferences, prepare and brief spokespeople, including staff and member organizations

You’ll thrive in this role if this sounds like you:

**While no candidate will possess every quality, the successful candidate will possess many of the following qualifications and attributes. Even if you aren’t sure but are excited about the position, we encourage you to apply!*

- Demonstrated commitment to DWN’s [values](#)
- At least two years of experience working with traditional media and digital strategy
- Excellent verbal and written communication skills
- Familiarity with Adobe Creative Cloud software or other comparable design, photo and video editing software
- Strong organizational skills and ability to proactively identify opportunities to advance DWN’s messages in the media
- Ability to work independently and collaboratively, work well under pressure and adhere to deadlines while balancing multiple projects
- Strong attention to detail
- Ability to travel moderately
- Familiarity with social justice issues, particularly related to migrant justice, racial justice and mass criminalization and incarceration

We’re hoping you bring 1-2 (or more) of these bonus skills:

- Spanish fluency strongly preferred
- Experience with Drupal a plus
- Experience working with diverse coalitions
- A degree in communications, public relations or a related field; or significant comparable professional experience

Salary Range: \$55,000-\$60,000

Why work for DWN?

- **Paid Time Off:** Staff are eligible for **15** vacation days their first year of employment; **20** vacation days during years two through seven; and **25** vacation days after eight years of employment; plus our offices are closed December 25 and January 1.
- **Commitment to our staff:** DWN invests in staff growth and professional development opportunities and is committed to providing regular feedback and opportunities for advancement.
- **Crystal clear focus:** Our team gets to work with a dedicated and growing [membership](#) committed to the abolition of immigration detention.
- **Wellness Fund:** We know that this work can be physically and emotionally taxing, so DWN offers a wellness fund to all staff: a stipend of \$500 per year to go towards personal health and self-care (yoga classes, therapy co-pays, massages, workout gear—whatever works for you!)
- **Our team is awesome:** You'll be working with a group of smart, dedicated, and caring [people](#) who know how to have fun while getting a lot done in a low-ego environment!
- **Added perks:** we offer generous benefits and salaries, a monthly cell phone stipend to all staff, flexible work from home options, annual 3% Cost of Living Adjustments (COLAs), plus staff are entitled to a sabbatical after eight years

To Apply:

Email your resume, cover letter, and writing sample to Carly Perez, Detention Watch Network via email: jobs@detentionwatchnetwork.org

Detention Watch Network, a project of Tides Center, is an “at-will” and equal opportunity employer. Applicants and employees shall not be discriminated against because of race, religion, sex, national origin, ethnicity, age, mental or physical disability, sexual orientation, gender (including pregnancy and gender expression) identity, marital status, veteran status, medical condition, or any other protected classification. ***DWN is committed to racial equity and social justice and we strongly encourage applications from people who are Black, indigenous, or people of color, as well as individuals who have direct experience with the immigration detention system.***

Reasonable accommodation will be made so that qualified disabled applicants may participate in the application process. Please advise in writing of special needs at the time of application. While performing the responsibilities of the job, reasonable accommodations may be made to enable people with disabilities to perform the essential functions of the job.