



COMMUNICATIONS

SENIOR ASSOCIATE - REMOTE (West Coast)

EMC Communications is hiring a Senior Associate with two to three years of experience to help manage media relations and implement strategic communications campaigns for our clients advancing the social good. You will report to a Director. Your key responsibilities include, but are not limited to:

- Helping manage client projects
- Writing and pitching press releases, media availabilities, statements, letters to the editor and more
- Directly pitching journalists
- Developing and executing social media content and strategy
- Updating and managing lists of media contacts
- Monitoring media and social media
- Researching and writing talking points

EMC Communications is a woman-owned strategic communications firm elevating thought leaders, advocates and businesses driving social change. We offer integrated public relations, messaging and digital media campaigns focusing on political advocacy and issues advancing the social good, especially gender, racial, economic, and social justice. **This position is full-time and permanently remote. West Coast location (in Pacific Standard Time) is required.**

Qualifications

- Two to three years of experience working in communications, public relations
- Excellent writing and interpersonal communication skills
- Comfort with tight and shifting deadlines
- Attention to detail
- Ability to work independently essential
- Experience working in advocacy organizations a plus
- Journalism or agency experience a plus but not required

EMC Communications is an equal opportunity, fair-chance employer. We are building a workforce that reflects diversity at all levels of the organization and encourage applications from all qualified individuals without regard to race, ethnicity, religion, national origin, sexual orientation, gender identity and expression, age, veteran status, disability, record of arrest or conviction, or any other basis prohibited by applicable federal, state, or local law.



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Starting salary range for the Senior Associate is \$56,000-69,000.

- Healthcare: Generous medical, dental, and vision coverage.
- Paid Time Off: With paid time off, Employee Wellness Week, and federal holidays, EMC employees have 34 paid days off per year.
- Retirement: Employer-sponsored retirement plan, with an employer match of up to 3% of salary.
- Life Insurance: Coverage up to 2x salary at no cost to employees.
- Equipment: MacBook Air provided. \$100 monthly cell phone and Internet stipend.

Please send your cover letter and resume to careers@emccommunications.com with the subject line of EMC Senior Associate + Your Name.