

Re-imagining communities where everyone is valued, everyone is safe, and everyone can thrive.



Job Description

Idaho Coalition Against Sexual & Domestic Violence

Full-time Communications Position¹

About the Idaho Coalition

The Idaho Coalition identifies, supports, and thrives as an intergenerational, multi-racial, multi-ethnic, multi-cultural organization for the benefit of our team, our work, and our movement to end gender violence inextricably interconnected to multiple systemic oppression. Our focus is girls and women, and people who are gender oppressed who are impacted by or at risk of gender violence and systemic oppression.

Gender violence (sexual assault, domestic violence, dating violence, and stalking) does not occur in isolation. Gender violence is part of the continuum of gender oppression and is fueled by social injustice including patriarchy, sexism, racism, classism, homophobia, transphobia, able-ism, religious discrimination, and anti-immigrant sentiment. To end gender violence, we must address the larger systemic issues that generate and sustain it.

Shared Vision and North Star

Our shared vision is one of beloved communities with social equity and collective liberation for all human beings; where we see our own and each other's full humanity and everyone has the ability to thrive and the dominant social narrative is one of interdependence, resilience, and regeneration. Our north star is collective thriving and is the embodiment of our vision, values, and purpose.

Organizational Values

Our organization aspires to embody the values we want to see in the world:

- **Bold Vision** – We are open to possibilities and encourage risk-taking.
- **Compassion** – We see each other's full humanity with love and kindness, and intentionally turn toward others to end suffering and oppression.
- **Interconnection** – We hold broad awareness and understand our profound interconnectedness and respect our relationships with one another and our earth.

¹ Social Change Associate – Communications is the current title and is being reviewed along with other job titles and may be subject to change

- **Solidarity** – We amplify the voices and histories of communities marginalized by society and celebrate our differences.
- **Collective Liberation** – We recognize that our own freedom of oppression is connected and bound with individuals most marginalized by systems of power in society.

Approaches Across the Organization – We are working to reclaim our connection to our own and each other’s humanity, and to create the foundation for collective thriving by embodying these four approaches across our organizational work:

- **Center On Communities Most Impacted by Historical Marginalization and Violence + Community-Centered Solutions**
 - Build alliances and power with and among communities marginalized by society.
 - Challenge institutions’ and systems’ behaviors, culture, and policy that create the conditions for gender violence fueled by multiple, systemic oppressions.
- **Catalyze Change in Prevention and Response – Collective Healing, Spirituality, and Resilience And Transformation of Our Response to Violence**
 - Convene learning communities to strengthen relationships, share knowledge and accelerate emerging practices in services and social change.
 - Challenge institutions’ and systems’ behaviors, culture, policy and power that create the conditions for gender violence and systemic oppressions through authentic conversations, calling in/interruption with compassion, and policy change.
- **Create New Social Norms to Interrupt the Root Causes of Violence – Transformative Cultural Strategies**
 - Promote social norms that interrupt the root causes of gender violence fueled by multiple systemic oppressions.
 - Move with multiple, coordinated strategies based on community needs, best and emerging practices, research, and an evaluative mindset.
- **Mobilizing Across Movements**
 - Hold broad awareness of the socio-economic political horizon and knowledge of our interdependence and ecosystem in order to envision and reimagine what is possible.
 - Create conditions necessary for individuals impacted by violence to have agency and be leaders in the movement
 - Organize around common goals and build networks with allied social justice movements.
 - Identify those who are ready, willing, and open to change themselves, their behaviors, and structures and systems to mobilize a critical mass.

Across the Organization – Primary Responsibilities

- Bold alignment with and operationalization of the Idaho Coalition Theory of Transformative Social Change.
- Commitment to examine our own privileges and connections to power and/or oppressions so that we can be best able to do our work in a manner that is accountable to the last girl and serves our collective commitment to ending gender violence and the systemic oppressions.
- Commitment to building authentic relationships with our team, our membership, our partners and communities by seeing what is unique and what is shared in our experiences.

- Create engaged and sustained cross-sector, multi-field collaborations and champion networks.

Across the Organization – Core Competencies

- Excellent listener with strong individual and group communication skills (written and verbal) and an ability to apply these skills across a range of relationships and environments.
- Strong organization skills to effectively manage time, deadlines, and productivity.
- Flexible, adaptive, and introspective. Ability to apply progressive ideas and critical thinking to improve existing procedures.
- Ability to be in authentic relationships and participate in collaborative environments.
- Ability to handle a variety of projects and assignments with clarity, attention to detail, and awareness to self-care.
- Exceptional time management skills and willingness to embrace adaptability. Ability to make decisions under pressure.
- Passion for both the role and our work to end gender violence and cultivate collective thriving.

Communications Roles and Responsibilities

This position will be primarily responsible for the development and implementation of an organizational communication plan that accounts for outward facing strategic communications, engagement on various digital platforms, including all social media accounts and managing media outreach and public relations.

- **Strategic Communications**

- Apply an intersectional lens to the design and dissemination of all organizational communications, while ensuring consistent messaging across platforms.
- Work closely with staff and policy consultant on state and national issues, including the development of messaging around policy priorities and calls to action (as allowed pursuant to our nonprofit status) that align with the Idaho Coalition mission and theory of change.
- Lead conceptualization and creation of content and messaging; collaborating with team and consultants as needed from idea stage through writing, design, and delivery that support overall organizational purpose.
- Develop, edit, design and coordinate publication of a semi-monthly electronic e-newsletter to program members and a monthly electronic e-newsletter to organizational and community partners.
- Track e-newsletters statistics and manage statewide listserv.
- Draft and review communications and other publications of varying lengths.
- Develop and manage a quarterly editorial calendar to ensure coverage of important dates, events, and calls to action.
- Support the development and distribution of invitations, agendas, administrative training materials, and follow-up for trainings, regional workshops, and annual conference.
- Lead training and professional development opportunities for staff and program membership to support and advance community mobilization, advocacy, and organizing work.

- **Digital Engagement**

- Collaborate with graphic designer to conceptualize and design graphics (images, gifs, short clips) for social media.
 - Develop and execute digital strategies to advance issues and narratives, highlight and amplify attention to the work (ongoing and emergent) and the impact of the Idaho Coalition and the greater antiviolence movement.
 - Develop and grow digital engagement using web and social media channels to meet the organizational communication plan's overall goals.
 - Monitor and engage with online followers, communities, and allies to better establish Idaho Coalition's web presence.
 - Oversight of website updates and collaborate with Idaho Coalition designated staff for the overall maintenance of the Idaho Coalition main website and monitor website statistics and traffic and report on effective key metrics, and trends.
 - Create month-by-month calendars for all outreach and publicity channels.
 - Stay up to date with new digital technologies and social-media best practices.
 - Regularly monitor and evaluate social media tools, trends, and applications and recommend/implement appropriate uses to increase and improve the Idaho Coalition's social media presence and impact.
- **Media & Public Relations Outreach**
 - Execute mass email campaigns utilizing Constant Contact in collaboration with Idaho Coalition staff.
 - Develop and maintain relationships with print, television and radio media sources in Idaho.
 - Draft media releases, press advisories, statements, op-eds, talking points, letters to the editor, scripts for advocacy efforts and other communications assets collaboratively with the Idaho Coalition staff and greater community.
 - Identify and support other public relations and media outreach as needed and serve as media point of contact for the Idaho Coalition.

This position is exempt and reports directly to a Director.

Social Change Associate – Qualifications

- Three years of related communications work experience. Additional experience preferred, but not required, specific to gender violence and/or systemic oppression and/or a documented history of community experience related to one more of the four approaches across our organization.
- Willingness to develop an intersectional analysis and interconnected approach to our work.
- Willingness to develop cultural competency in every aspect of the work and ability to work with community members, leaders, and activists from other social justice organizations and to create spaces free from violence and oppression.
- Self-motivated, detail oriented, and highly organized.
- Ability to build relationships and work collaboratively in an organization that aspires to be a multi-racial, multi-cultural liberated space where everyone can be whole, and the work gets done.
- Excellent ability to plan and organize a complex and demanding workload.

- Strong computer skills (particularly Microsoft Office programs) and an understanding of social media platforms and analytic tools.
- Demonstrated ability to write compelling stories, articles, related social media content addressing matters of public interest.
- Willingness to develop relationships with local television, radio and print media.
- Willingness to uplift language justice to ensure accessibility in all aspects of the organizational communication plan.
- Must be able to work independently as well as with a team.
- Must be sensitive to the needs of people, spoken and unspoken, and embrace diverse lifestyles and values.
- Dedication and ability to work flexible hours and to travel occasionally.

The following are preferred, but not required unless the specific position requires these qualifications:

- Bilingual in Spanish, Swahili, Arabic, or a language that is relevant to Idaho's Limited English Proficiency (LEP) community strongly preferred.
- American Sign Language (ASL) proficient.
- Experience with electronic newsletter development, and listserv management.
- Strong connections to and with communities most impacted by historical marginalization.

Salary - \$50,000 base (35-hour work week) with salary up to \$71,000 set by the number of determinants based on lived experience and roles and responsibilities of the position per the Idaho Coalition Compensation Determinant and Scale. The Idaho Coalition is committed to transparency of salaries as a process toward our aspiration of a more equitable workplace. For that reason, all staff salaries are known by each staff member. A salary transparency agreement will be required as a part of job acceptance.

How to Apply – To apply for this position, please send a resume and cover letter describing your interest in the job and how you meet the required and preferred qualifications via email to Kelly@engagingvoices.org. This job posting is open until filled and candidate initial reviews will begin in mid-November.

The Idaho Coalition has a diverse staff and highly values each of our staff members' unique life experiences. We encourage people of all backgrounds and identities to apply for this position.