



Communications Manager Hunger at Home (Independent Contractor)

Job Overview

Primary Objective: The Communications Manager is responsible to the Chief Executive Officer for developing and implementing a strategic communication and marketing program for Hunger at Home. This position works in tandem with the Development Team, supporting the work and goals of the organizations fundraising efforts.

Responsibilities

- Prepare and implement a comprehensive communications plan that outlines strategies and tactics to engage and inform key stakeholders, including donors, volunteers, and community partners.
- Develop and oversee Hunger at Home's social media strategy and content. Strengthen Hunger at Home's social media presence on various platforms, including Facebook, Twitter, Instagram, and LinkedIn to reach a wider audience.
- Write content for and coordinate e-newsletters, e-blasts, and the website.
- Work closely with the Hunger at Home Development Team on donor communications and engagement.
- Oversee the development of collateral, graphics, website, and other communication tools.
- Develop materials and communications to successfully market key Hunger at Home events, including the annual Bridge the Gap Gala. Provide support at events, including live-streaming, taking photos, and serving as a media liaison.
- Monitor news stories and develop proactive media stories to raise awareness of Hunger at Home and its key activities and initiatives.
- Incorporate the use of videos and broadcasting tools to inform and educate the public about Hunger at Home.
- Help manage key marketing vendors, including graphic designer, webmaster, printer, etc.
- Project manage all communications activities and initiatives inside and outside the organization.

Experience, Knowledge, and Abilities

- Bachelor's degree in Communications, Journalism, English, or a similar field is preferred. Relevant experience may be substituted on a year for year basis for the education requirement.
 - minimum of four to five years of relevant work experience. Nonprofit work or volunteer experience is ideal.
 - Experience and/or a strong interest in food insecurity, homelessness, and sustainability is an expectation.
 - Ability to learn, speak, and write compellingly about topics in Hunger at Home's voice is critical.
 - Must possess excellent communication skills, including both writing for and speaking with a variety of audiences, including the public, reporters, elected officials, and other stakeholders.
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- Experience with social media as a creative marketing tool for messaging and engagement is required.



- Must have a start-up attitude, be well organized at handling multiple tasks, work well in a team environment, and have the ability to work under minimal supervision.

Special Conditions of Employment

- Part-time 20 hours per week, independent contractor.
- Must occasionally be available to work some evenings and weekends.
- Must be willing to work in the office or in the field one day per week.

Compensation

- Salary: \$3,000 - \$4,000 per month, negotiable based on experience and qualifications.

Applications will be accepted through Friday, April 29 at 5PM. Interested applicants should email a cover letter and resume to jennifer.vanevery@hotmail.com. Please indicate "Communications Manager" in the subject line of your email.