



Position Title: Senior Communications Associate
Reports to: Director of Communications
Start Date: Immediately
Location: Washington, DC

Position

J Street is looking to bring a talented writer onto our communications team who believes in our mission and will help drive our success building a powerful political home for pro-Israel, pro-peace Americans.

First and foremost, we're looking for a savvy, creative storyteller, who is adept at writing in a wide range of voices. The ideal candidate will have passion for winning political battles and be attuned to the nuances that make for great messaging.

For this communications team, every day is a new challenge as we react to and work to shape a fast-moving news cycle. The person in this position must be comfortable working in such a dynamic environment on a contentious and rapidly evolving issue. They must think on their feet and write to meet near constant deadlines. They will have the interpersonal skills to build productive relationships with J Street staff and supporters working across the country.

Key Duties and Responsibilities

The person in this position will work within our integrated communications and digital teams to craft communications strategy and produce a wide variety of incisive and informative content for both online and offline platforms. They will be a voice for a powerful and growing organization working on some of the most contentious and important issues in US foreign policy and American politics. Specific responsibilities include:

- Draft online and offline content including op-eds, statements, scripts and press releases
- Advise staff and volunteer leaders on messaging for local op-eds and letters to the editor
- Edit supporter-generated content to get it in publishable form
- Work with regional staff on email strategy to drive turnout to J Street events; implement strategy by drafting, implementing and sending emails
- Compile and send J Street's widely-read morning News Roundup

Required Skills and Characteristics

- 4+ years of experience in communications, preferably for an advocacy group, campaign or congressional office
- Exceptional writing with proven ability to write in a range of voices
- Professional experience proofreading and editing for substance
- Ability to write quickly under frequent news and organizational deadlines
- Familiarity with J Street's issues, particularly the US-Israel relationship and the Israeli-Palestinian conflict
- Ability to work independently, taking initiative to set and meet professional goals
- Ability to work collaboratively across the organization

More about J Street

J Street is the political home for pro-Israel, pro-peace Americans working for the future of Israel as the democratic homeland of the Jewish people. The organization believes that preserving Israel's Jewish and democratic character depends on achieving a two-state solution, resulting in a Palestinian state living alongside Israel in peace and security.

Launched in 2008 with four staff and a limited budget, J Street is now a \$9 million organization with a national staff of more than 60. The organization is headquartered in Washington, DC, employing staff in 8 cities including Boston, Chicago, Los Angeles, New York, San Francisco, Denver and Tel Aviv.

J Street focuses its work in three main areas: (1) Advocating and demonstrating support for pro-Israel, pro-peace policies in Congress, the media and the Jewish community; (2) Endorsing and raising money for federal candidates who share J Street's agenda; and (3) Educating the public and raising awareness of the Israeli-Palestinian conflict and the two-state solution.

Compensation and Hours

Salary for this full-time position will be commensurate with qualifications and experience. Hours and duties may fluctuate based on J Street event and staff travel schedules. Benefits include paid vacation and sick leave, paid time off on federal and Jewish holidays, health and dental insurance, company paid life insurance, 401k and flexible spending account.

To Apply for the Position

Interested candidates should submit by e-mail: 1) cover letter that explains why you are interested and qualified; 2) resume; and 3) list of three references to resumes@jstreet.org and indicate "Senior Communications Associate" in the subject line.

J Street is an Equal Opportunity Employer.