

State Senator Barry Finegold is seeking a Director of Communications and
Constituent Services for his State House office.

Responsibilities include:

- Develop press releases and provide quick-turn responses to media questions.
- Serve as the initial on-the-record contact for media inquiries.
- Identify opportunities, initiate content ideas and prepare materials that will make the Senator a significant part of public discussion via media outreach, social media or online communications.
- Coordinate interviews and press events.
- Establish relationships with the media.
- Manage the Senator's Facebook page and Twitter feed on a daily basis. Create content for these platforms.
- Speech writing.
- Constituent casework, including responding to e-mails from constituents and working with constituents over the phone on various issues.
- Overseeing and managing the constituent casework handled by the Legislative Aide.
- Interacting with local elected officials at the municipal level on town and city issues.
- Occasionally staff the Senator at meetings in the district, sometimes in the evenings and on weekends.
- Assist with event planning.

Qualifications:

- Bachelor's degree, preferably in Marketing, Communications, Public Relations, Political Science or other related field.
- Experience with media and public relations including effective use of social media.
- Willingness to occasionally speak on behalf of the Senator at meetings and events.
- Outstanding oral communication and writing skills, as well as the ability to produce quality work under pressure and in an extremely fast-paced environment.
- Ability to think critically and work both independently and as part of a team.

Preferred qualifications:

- Working knowledge of the Massachusetts Legislature, legislative process and constituent services.
- 1-3 years media relations experience working on political campaigns, issue campaigns, with advocacy organizations, or in government.
- Experience speaking with the media as an on-the-record spokesperson.

This position is located in the Senator's State House office, with occasional travel to the Merrimack Valley required for meetings. The Director of Communications and Constituent Services will join a team of a Chief of Staff and General Counsel, Legislative Director, and a Legislative Aide.

Salary is commensurate with experience, plus state employee benefits, including health and vision insurance.

Applicants should submit a resume with a one page cover letter briefly summarizing their interest in and qualifications for the position to: Caitriona.fitzgerald@masenate.gov

Caitriona M. Fitzgerald

Chief of Staff & General Counsel

Office of Senator Barry Finegold

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