

# Communications Specialist Opportunity



The Northern California Water Association (NCWA), a nonprofit organization representing water suppliers and local governments, seeks qualified applicants for a full-time communication specialist to provide support and produce high-quality communications (both print and digital) from concept to execution as part of an amazing, multi-disciplinary team. Applicants should have a Bachelor's degree in a communications field (or equivalent practical experience) with multiple years of experience. The ideal candidate is passionate, hard-working, smart, collaborative, creative and looking to enhance their communications experience and portfolio in a dynamic and fun environment.

## Responsibilities include:

- ◆ Produce high quality written and digital content for both external and internal audiences.
- ◆ Create content for print and digital materials and designs, such as fact-sheets, infographics, digital marketing graphics, email newsletters, blogs and presentations.
- ◆ Be an effective storyteller!
- ◆ Create the content for compelling visual presentations that are engaging and align with the NCWA brand and style guidelines across design touchpoints and communication mediums.
- ◆ Learn about and clearly communicate complex subjects to the NCWA team and external audiences.
- ◆ Working collaboratively with the NCWA team and our partners to support the mission of the organization and its members.
- ◆ Weave together a rural and urban narrative that reflects and draws upon the unique and special natural and human attributes in the region and how this aligns with contemporary California.

## Knowledge, skills and qualifications:

- ◆ Strong written communication and social media skills.
- ◆ Collaborator.
- ◆ A zest for story-telling and thinking about new and innovative ways to communicate with the goal to inform and engage diverse decision-makers throughout California.
- ◆ A desire to listen, understand key audiences, and develop communications that will connect and resonate with different audiences.
- ◆ An ability to work with, learn from, and help integrate the communications for numerous disciplines, including farmers, engineers, lobbyists, attorneys, biologists, geologists, modelers, and environmental planners.
- ◆ Interest in working for a non-profit organization involved in government, politics and communications.
- ◆ Ability to work effectively and efficiently in a fast-paced environment with demonstrated ability to meet deadlines.

## What will you gain from working at NCWA?

- ◆ Immediate experience creating and executing a wide range of high-quality print and digital products for a variety of audiences.
- ◆ Work in a small office with an exciting environment that brings fun, collaboration, and community.
- ◆ Ownership as an integral part of a thoughtful, driven, innovative, inclusive and ethical team that navigates the crossroads of California policy, politics and communications.
- ◆ Learning from a talented team of communications experts working in Northern California.
- ◆ Growth in a strategy-driven creative environment while receiving guidance, feedback and mentorship.

## To express interest:

Please e-mail cover letter, resume and portfolio of communications to: [info@norcalwater.org](mailto:info@norcalwater.org).

Visit our website and social media to learn more about NCWA at

[www.norcalwater.org](http://www.norcalwater.org).

