



GOVERNMENT  
ACCOUNTABILITY  
PROJECT

## GOVERNMENT ACCOUNTABILITY PROJECT COMMUNICATIONS ASSOCIATE - DIGITAL ANNOUNCEMENT

### BACKGROUND

The Government Accountability Project is the world's leading international whistleblower protection and advocacy organization. The organization was created in 1977 at the Institute for Policy Studies (IPS) in response to several whistleblowers, such as Daniel Ellsberg, who came to IPS about White House, FBI and Pentagon scandals. Since that time, Government Accountability Project, a 501(c)(3) non-profit, has served as a lifeline to employees of conscience and has helped them release critical information that serves the public interest and the common good. A non-partisan public-interest organization, we litigate whistleblower cases, help expose wrongdoing to the public, and actively promote government and corporate accountability. Since its founding, Government Accountability Project has helped over 8,000 whistleblowers, defending them in the court of law and the court of public opinion, while crafting and refining whistleblower protection laws through legislative channels at home and abroad.

Since its inception, Government Accountability Project's advocacy efforts have shaped both public interest and legislative agendas, and created opportunities for lawmakers to strengthen and clarify the free-speech rights of courageous employees across a broad spectrum of industries.

### COMMUNICATIONS ASSOCIATE - DIGITAL JOB DESCRIPTION OVERVIEW

The Communications Associate – Digital position will directly assist and report to the Communications Director and Deputy Communications Director in executing organization-wide Communications-based initiatives. They will ideally be a high achiever with a penchant for storytelling, have outstanding writing and editing skills, and a proven track record in digital media. One of the main responsibilities of the Associate will be to produce content for our website and buildout our digital assets. This will include writing blog posts, emails to supporters, press releases and statements on breaking news, and also populating our social media channels with timely content. Applicants should be self-starters who are able to identify potential news hooks and write content without prompting from a manager.

### RESPONSIBILITIES

- Draft and edit op-eds, letters to the editor, press releases, blogs, white papers, and other writing materials.
- Manage all social media accounts and create daily content to post.
- Record and edit short videos for digital distribution.
- Develop and maintain contacts with high-profile journalists and producers.
- Research and track prominent journalists and update and maintain Government Accountability Project's communications databases.

### QUALIFICATIONS

- Bachelor's degree in journalism, communications, or a related field.
- Minimum of one to two years of experience in communications, journalism, public relations, media relations and/or related field.
- Excellent copyediting skills.

- Ability to write engaging website copy, press releases, op-eds, talking points, and other media materials.
- Demonstrable experience managing social media accounts.
- Experience with Adobe Creative suite and video editing software – a major plus.
- Demonstrated ability to complete specific project activities on time and work on a number of projects simultaneously to meet tight deadlines.
- Team player. Excellent interpersonal skills. Creative thinker.
- Familiarity with email marketing, PR database software, and WordPress preferred.

### **SALARY**

Commensurate with experience and comparable to similarly sized public interest organizations. Government Accountability Project also offers a generous benefits package.

### **APPLICATION PROCESS**

Government Accountability Project is an equal opportunity employer. We value a diverse workforce and an inclusive culture. Government Accountability Project encourages applications from all qualified individuals without regard to race, ethnicity, color, religion, sexual orientation, gender identity or expression, age, national origin, or marital, citizenship, disability, or veteran status. Please submit a cover letter and resume **by June 30, 2020** (include in the subject line “**Communications Associate – Digital**”) to: Andrew Harman at [info@whistleblower.org](mailto:info@whistleblower.org).