



Communications Staff Job Description

Job: Communications Staff for Annie's List endorsed candidates and incumbent races around Texas.

Annie's List Mission: Annie's List mission is simple: to recruit, run, and elect Democratic women. To accomplish this, Annie's List has been providing early funding and support for candidates, including trained campaign staff, for 10 years. Annie's List's efforts along with exception women candidates have resulted in 22 endorsed candidates becoming elected officials to serve the public of Texas.

Summary Description: Annie's List is seeking Communications Staff on behalf of our endorsed candidates across the state. Press staff will assist Communications Directors and Press Secretaries day-to-day. They will compile press clippings, write press releases and advisories, and draft research-driven talking points. The ideal candidates must be incredibly detail oriented, organized and possess excellent interpersonal skills. All applicants must have the ability to travel and work weekends.

Skills & Qualifications:

- At least 1 cycle of political experience or 2-4 years relevant experience
- Strong written & verbal communication
- Keen attention to detail
- Ability to multi-task in a fast-paced, changing environment
- Strong time management and organizational skills

Preferred:

- Experience in compiling press clippings, research
- Spanish fluency

To Apply:

To apply, please email info@annieslist.com with "Communications Staff Application" in the title along with your cover letter, resume, and three professional references. Positions accepted on a rolling basis.