



## JOB ANNOUNCEMENT

### COMMUNICATIONS FELLOW POSITION AVAILABLE

Communities for a Better Environment (CBE) ([www.cbecal.org](http://www.cbecal.org)), a 501(c)(3) non-profit, is one of the preeminent environmental justice (EJ) organizations in the nation. The mission of CBE is to build people's power in California's communities of color and low-income communities to achieve environmental health and justice by preventing and reducing pollution and building green, healthy and sustainable communities and environments.

CBE provides residents in blighted and heavily polluted urban communities in California with organizing skills, leadership training, civic engagement, and legal, scientific and technical assistance. Together, we successfully confront threats to our communities' health and well-being. We win major EJ victories with our members and allies. We are helping lead the way to Just Transitions from economies based on the dirty fossil fuel industry to economies based on clean energy, with strong civic engagement and good jobs for local residents.

**General position summary:** CBE is seeking an individual with social media and entry-level communications skills to be part of our team and work as a fellow for a 12-month period, and be mentored and trained on communications by our partner Resource Media, a non-profit public relations consulting firm. This is a full-time position and will begin in August of 2017 and end on August 2018, with the possibility for extension. The qualified candidate will provide communications support for CBE's environmental justice agenda, leveraging training and tools provided by Resource Media. Schedules will vary depending on work load, but you can expect to work some weekends, as needed.

**Responsibilities include:**

We are looking for someone with the right instincts and aptitudes to help us grow our internal communications capacity. Work responsibilities of the CBE Communications Fellow will include training in and helping to implement the following:

- Develop and execute communications plans for environmental justice campaigns.
- Coordinate campaigns across traditional and digital media, including print and broadcast news, website, email, video, Twitter, Facebook, Instagram, etc.
- Create content, messaging and talking points, write and curate stories, draft web copy and blog posts, design social media graphics, etc.
- Develop strategy around pitching stories, draft and place op-eds, maintain relationships with reporters and editors, track news coverage and manage rapid response.
- Design and facilitate communications planning workshops, and trainings.
- Plan and execute projects with support from direct supervisor and communications coach, and coordinate with colleagues and allies.

- Perform other duties as assigned.

**Qualifications Include:**

- Bilingual English/Spanish preferred.
- Experience in or currently studying Communications, or other related field of study.
- Experience writing and editing content for online and/or print publication.
- Interest in creating content for civic engagement.
- Ability to communicate effectively, both written and orally.
- Photoshop, Illustrator or similar graphic design or visual story telling experience a plus.
- A passion for social justice and environmental issues.

**Benefits and Compensation**

Salary is \$47,476. Benefits include comprehensive health insurance, with fully-paid premiums for the employee and all dependents, a 403(b) retirement plan; and a flexible spending plan, and 26 days of paid leave (including holidays) in the first year.

**To apply:** Send resume or brief cover letter with description of your qualifications to: [jobs@cbeocal.org](mailto:jobs@cbeocal.org) and include "CBE Communications Fellowship," followed by your name, in the subject line of your email.

*CBE is an equal opportunity employer that does not discriminate on the basis of race, religion, disability, gender, nationality, ethnicity, sexual orientation, or any other prohibited category. We strongly encourage women, people of color, LGBTQ individuals, and all qualified persons to apply for this position.*