



Mandela Barnes

Office of the Lieutenant Governor | State of Wisconsin

Communications Director Opening

Lt. Governor Mandela Barnes is seeking a Communications Director to join his Madison office. The ideal candidate has a proven ability to work in a fast-paced environment with a wide range of stakeholders and is committed to a high level of responsiveness, organization, and problem solving.

Job Responsibilities

The Communications Director will report to the Lt. Governor's Chief of Staff in Madison. This position assures communication from the Lt. Governor's office supports the Lt. Governor's vision, mission, and strategic priorities. They oversee coordination of print, radio, television and social media interactions involving the Lieutenant Governor and play key role in preparing daily material integral to the success and efficiency of the Lieutenant Governor's office.

The Communications Director is expected to be an effective, professional leader who gets results, works well both independently and with a team to achieve peak performance, and demonstrates positive, effective communication skills.

Travel with the Lieutenant Governor locally and throughout the state may be frequent at times. Candidates should note, however, that a personal vehicle is not necessary.

Specific job duties include:

- Develop a strategic communication plan for the Lt. Governor
- Write talking points, speeches, remarks, and opinion pieces for the Lt. Governor
- Establish and maintain digital communication strategy and protocol for Lt. Governor
- Assist with preparing briefing memoranda, completing outreach calls, and other tasks for events
- Secure and coordinate media interviews
- Write and manage distribution of media advisories and press releases
- Track and measure engagement and effectiveness of LG's media attention and exposure
- Other duties as assigned

Qualifications

Qualified candidates will have the ability to work as a team with the office while working from the office and while on the road. Additionally, a qualified candidate will be able to confidently staff the Lt. Governor, adapt quickly to changes, and can communicate effectively with media, staff, and stakeholders.

Requirements

- Strong interpersonal communication skills
- Strong organizational skills
- Ability to work in a fast-paced, deadline-oriented environment
- Desire to execute at a high-quality standard every day
- Considerable knowledge of communications principles and practices as they pertain to governmental/political organizational needs
- Effective and persuasive communications and talking points in speech and in writing to diverse audiences
- Strong skills in collaboration, establishing priorities, working on multiple, large-scale projects and meeting multiple established deadlines

Preferred Work Experience

- Professional work in/with government, campaign, media, or advocacy organizations
- Experience in mid-level communications roles for a principal (i.e. elected official, candidate, executive director, etc.)
- Familiarity with communications tools such as social media, video, and basic graphic design
- Knowledge in communication around values of equity and inclusion

Compensation

- Salary range: \$48,000 - \$58,000 annually, based on experience.
- Generous benefits package

How to Apply

Send a cover letter and resume to Chief of Staff, Fred Ludwig, at fred.ludwig@wisconsin.gov

The Office of Lt. Governor Mandela Barnes is an equal opportunity employer and strives to recruit and retain high quality staff who are committed to increasing the diversity of the organization.