**ACS Seeks Assistant or Associate Director of Network Communications**

[ACS](https://www.acslaw.org/) has an immediate new opening for an Assistant or Associate Director of Network Communications to develop, implement and lead the communication strategies for our lawyer and law student chapters and special projects within the Department of Network Advancement (including our State AG project and volunteer projects). This position can be remote or in our national office in Washington, DC.

**RESPONSIBILITIES**

The Assistant or Associate Director of Network Communications will:

* Identify, build, cultivate and nurture relationships within ACS’s lawyer and student chapters to advance communications work (traditional and otherwise);
* Lead development of media strategies to raise visibility of ACS’s nationwide network and its special projects in the states, including:
	+ Support chapters' events with appropriate media and social media outreach
	+ For key issues, develop op-eds, letters to the editor and editorial board meeting strategies for chapter leaders and faculty advisors
	+ Build productive relationships with lawyer and student chapter leaders and identify and cultivate media surrogates in the field
	+ Identify local media, including in non-coastal states, to build the profile of ACS chapters and the network
	+ Draft news releases and advisories for chapter events and activities
	+ Coordinate press and publicity for chapter events and activities
	+ Provide content for ACSblog on chapter events and activities
* Act as liaison to Communications department;
* Produce material for ACS website on department events and activities;
* Lead strategy in department’s social networking efforts;
* Keep abreast of new trends and research in online marketing and social networking (including with an eye toward diverse audiences) and identify implementation opportunities where appropriate;
* Develop materials and guidance as necessary, and create and execute trainings for network; and
* Other duties as may be assigned from time to time within the overall department.

**DESIRED QUALIFICATIONS**

The ideal candidate will possess many of the following qualifications and personal attributes:

* Previous experience working as a communications staffer or campaign or advocacy communications
* Details are your friends
* Ability to absorb information about several moving parts
* Works equally well with millennials, law students, new and seasoned lawyers, scholars, judges and public officials
* Ability to pitch ideas to reporters and work with media
* Excellent writing skills and ability to produce stellar and effective written materials in a variety of formats
* Thrives in an outcome-driven work culture
* Knowledge of current legal and public policy issues and needs
* Some travel for meetings and events is required
* JD is a plus
* Social media, HTML, Excel and Salesforce experience are a plus

Salary will be commensurate with experience. ACS values a diverse workforce and an inclusive culture. ACS encourages applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability and veteran status. Interested applicants should email a cover letter, short writing sample (1 page max) and resume to jobs@acslaw.org.