



Job Posting for: **COMMUNICATIONS MANAGER**

ABOUT RENEW WISCONSIN

Located in downtown Madison, WI, RENEW Wisconsin is a 501c3 nonprofit organization that promotes renewable energy in Wisconsin. We work on policies and programs that expand solar power, wind power, renewable fuels, local hydropower, building electrification, energy storage, and electric vehicles. Since 1991 we have been a champion for clean energy solutions in the Badger State.

RENEW Wisconsin is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

POSITION OVERVIEW:

RENEW Wisconsin seeks a motivated individual to manage organization communications in order to build a stronger, healthier, more vibrant Wisconsin through the advancement of renewable energy.

RESPONSIBILITIES:

- Oversee internal and external communications, ensuring messaging is consistent, accurate, and engaging
- Collaborate with staff and partners to amplify RENEW's work
- Identify media and press opportunities, draft press releases, and communicate with media outlets and journalists
- Write blogs, oversee social media strategy, and lead marketing and education campaigns
- Oversee the creation of marketing and communications materials and ensure that it is consistent with RENEW's brand, including factsheets, website copy, and more
- Perform communications research and monitor the progress of various communications strategies

KEY QUALIFICATIONS:

- Exceptional communication abilities, including strong writing, editing, proofreading, layout and design, professional printing/publishing, speaking, and active listening
- In-depth knowledge of best writing and messaging practices for organizational correspondence, public relations, advertising, marketing, and social media
- Ability to effectively engage with team members and stakeholders of all levels
- Advanced organization abilities, and great project management skills, including time management, goal-setting, multitasking and prioritization
- Good data analysis, problem-solving and critical thinking skills
- Leadership abilities, including training and mentorship
- Ability to creatively and clearly communicate complex policies and technologies
- Comfortable learning new software applications, and a willingness to complete even the smallest tasks to help make RENEW events and communications the best they can be
- Demonstrated interest in clean energy



REPORTING TO:

This role will report to the Deputy Director and may manage communications staff and interns.

SCHEDULE AND WORK LOCATION:

This is expected to be a full-time (40 hours per week) position. Office hours are typically 9am to 5pm Monday through Friday with occasional evening and weekend hours required to support events. Our organization is flexible with a hybrid in-office/work-from-home environment and promotes work-life balance.

SALARY & BENEFITS:

Compensation is \$60,000 - \$70,000. Additional benefits include health insurance, Simple IRA retirement plan, and paid time off.

HOW TO APPLY:

To apply, please submit a letter of interest, resume, and samples of your design and/or communications work via email to Jodi Jean Amble (jodi@renewwisconsin.org) with "Communications Manager" as the subject line. Applications will be accepted on a rolling basis.