Notice of Open Position

AFT is an Equal Opportunity Employer


Job Title: Writer, Media Strategist
Posting Number: AOF-55-07-0120-V
Department: Communications
Unit: AFTSU (Assistant Director)
Supervisors: Senior Writer for the President, Media Affairs Manager
Annual Salary: $109,296.00

Position Summary: Under the direct supervision of the senior writer for the president and the media affairs manager, the assistant director will serve as writer and media strategist for the AFT and develop and execute media strategies to promote the organization’s priorities and goals.

The role is deadline-driven, high-volume, demanding, and often involves balancing multiple projects at one time. The successful candidate is a high-performing, dedicated writer, one who is thick-skinned, and deeply committed to both our organization’s mission, and the people working to carry it out.

Position Responsibilities: Specific duties include, but are not limited to:

- Write, edit and collaborate on organizational framing documents, message guides and other written materials that reflect specific writing style and language of the organization and its leaders.
- Develop speeches, talking points, and other public remarks for national union leaders.
- Craft external documents and media materials including op-eds, testimonies and letters to position the union and its leaders among different audiences, with a keen eye for how messages differ based on those varying audiences.
- Assist with other incoming writing projects as directed.
- Other duties as assigned.

Knowledge, Skills and Abilities:

- Successful applicants will be unafraid to sit down and write, regardless of topic, and will be motivated by the opportunity to craft the words that both inform and describe an influential organization’s work — strong writing skills are essential, as are good narrative skills, and the ability to craft a strong public speech with a clear arc and adherence to a clear message frame.
- Background in progressive politics or education is recommended, and a curiosity and willingness to learn about our issues is essential.
- Must be adaptive, patient with the editing process, and comfortable with writing in the diverse voices of principals, members and other leaders.
- Must also be proactive, with a willingness to partner with other colleagues and experts to seek out necessary data, stories and information to enhance their writing, often with very quick turnaround time and minimal direction or supervision.

Work Environment: Work is in an office environment using modern technology and computer equipment. This position involves moderate travel and sometimes requires working nontraditional hours and weekends.

How to Apply: An in-person, timed writing test is part of the application process. Applicants should submit a cover letter and resume to the director of human resources via the following link: https://www.appone.com/MainInfoReq.asp?R_ID=2850882.


cc: Tim Shea, AFTSU President

January 16, 2020