



Clean Virginia

Scope of Work: Communications Contract, Maternity Leave Cover

Clean Virginia is an independent and bipartisan advocacy organization with an associated Political Action Committee that wants Virginians to pay fair prices for clean, renewable energy and believes that a more ethical and transparent state government is key to achieving that goal. The Clean Virginia team is motivated by a vision of Virginia in which power is distributed more equitably so that all Virginians benefit from a government and energy system that prioritizes people and the planet over corporate monopoly profit.

Clean Virginia is working towards this vision in three ways:

1. Work with a broad movement to engage the public about the harmful impacts of corruption in Virginia and organize communities to promote good governance and energy reform.
2. Engage in innovative research to advance the next generation of energy policy in Virginia.
3. Support Delegates, State Senators, and candidates for Virginia's General Assembly and Executive Branch who share a principled stance of refusing contributions from publicly regulated utility monopolies through Clean Virginia Fund, Clean Virginia's Political Action Committee.

This contract is based in Virginia. Email resume to info@cleanvirginia.org with subject line "Communications Contract".

About Us: We are a small team of dedicated people headquartered in Charlottesville, Virginia. We are a highly collaborative staff, and we lean on the collective experience, knowledge, and skills of our team and cultivate interpersonal trust and open communication. Clean Virginia believes a staff that reflects the Commonwealth's diversity is central to our organizational goals of advancing clean governance and an equitable clean energy transition in Virginia. We are committed to 1) building an inclusive team at Clean Virginia in which diversity is deeply appreciated for its ability to strengthen teams, 2) fostering a welcoming work environment in which everyone feels safe, respected, and valued, and 3) offering equitable employment policies and benefits.

Scope of Work

Provide communications support to the organization during a maternity leave cover for approximately 10-12 weeks, 20 hours a week.

Duties and responsibilities

- Proactively identify communications opportunities. Write, edit, and distribute content including press releases, opinion editorials, blog posts, social media posts and graphics, website content, and other public output. Develop and implement creative communications campaigns.
- Assist colleagues with event planning and promotion including press conferences, lobby days, and organizing events.
- Manage communications budget line items and associated contractors and freelancers including graphic designers, videographers, and paid media vendors.
- Respond to public inquiries including from reporters, activists, and students. Help prepare spokespeople for public speaking and media interviews.
- Maintain Clean Virginia's website, blog, and social media accounts.
- Perform other duties as assigned.