



Communication Manager

Job Summary

Reports to the VP of Programs & External Affairs

40 Hours per week: Full-Time Exempt

SisterLove, Inc. (SLI), headquartered in Atlanta, GA, and with offices in South Africa, has been at the forefront for 33 years of leading intersectional work toward racial justice, sexual and reproductive justice, and women's rights as human rights. We work with leading organizations such as Gilead Sciences, Merck, Johnson & Johnson, ViiV Healthcare (Glaxo-Smith Kline), Janssen, the US Centers for Disease Control (CDC), President's Emergency Plan for AIDS Relief (PEPFAR), UNAIDS, Emory University, Ford Foundation, Elton John Aids Foundation, Planned Parenthood Federation of America, John Snow, Inc. (JSI), amfAR, and many others.

Position

SisterLove seeks a dynamic and experienced Communications Manager to oversee our internal and external communication strategies. Reporting directly to the VP of Programs & External Affairs, this role will be crucial in shaping and maintaining SisterLove's public image and messaging.

To excel in this role, the Communications Manager should demonstrate exceptional leadership and managerial skills alongside a deep understanding of communication trends and strategies within the realms of Reproductive and Racial Justice issues.%

Duties & Responsibilities

As the Communications Manager, the candidate will:

- Develop and implement comprehensive communication strategies to effectively reach target audiences.
- Lead and mentor a team of communication specialists to ensure high-quality content creation and dissemination.
- Proven experience in a managerial and supervisory role, demonstrating leadership abilities and the capacity to lead and mentor a team effectively.
- Craft compelling narratives that resonate with diverse audiences and reflect SisterLove's mission and values.
- Oversee content creation management across various platforms, including social media, digital channels, and traditional media outlets.
- Coordinate the writing and distributing of press releases, leveraging tools such as Cision for targeted outreach.
- Curate and compile monthly newsletters to engage stakeholders and supporters.
- Monitor and analyze communication metrics to measure the effectiveness of campaigns and initiatives, providing insights for continuous improvement.

Toll Free: 1-866-750-7733 | www.sisterlove.org

- Collaborate with internal teams to align communication efforts with organizational goals and priorities.
- Ensure compliance with confidentiality protocols.

This position requires knowledge of some clerical functions, general communications, and (social media) content creation. Also, utilizing essential computer software, such as Excel, PowerPoint, Word, Adobe Acrobat, Microsoft 365, Asana, Slack, and Google Drive, is a MUST. The ability to think and express creatively is desirable.

This position is based in Atlanta, GA. Writing samples are required.

Knowledge and Skills

- Exceptional written and verbal communication skills, with the ability to convey complex ideas clearly and persuasively.%
- Strong leadership and managerial abilities, including experience in supervising and developing a team to achieve shared goals.%
- Strategic thinker with attention to detail and a holistic understanding of the broader organizational objectives.%
- Demonstrate ability to thrive in deadline-driven environments and manage multiple priorities effectively.%
- Proficient in content management systems and familiar with visual design concepts to enhance communication materials.%
- Familiarity with visual design concepts and SEO/SMO practices to enhance communication materials.%
- Aptitude for IT software/packages and a commitment to staying abreast of technological advancements.%
- Emotionally mature with strong decision-making skills and a customer-centric approach.%
- A minimum of four (4) years' experience in a communications role within the nonprofit sector is preferred.%

Qualifications

- Bachelor's Degree in English, Journalism, Marketing, Communications, or similar.
- Experienced with content management systems such as Wix, Hootsuite, Canva, etc.
- Strong administrative skills.
- Familiarity with Google Suite, Microsoft 365, and Adobe Acrobat.
- Familiarity with visual design concepts.
- Experience with various content platforms such as social media, blogs, and print media.
- Understanding content practices such as SEO and SMO is a plus.
- An aptitude and knowledge of IT software/packages; and
- Must Live in the State of Georgia and have reliable transportation.
- A minimum of four (4) years experience in a Comms nonprofit environment is preferred.