

Position Title: Communications Consultant

Reports to: Executive Director

Job Summary: The Communications Consultant works with the Executive Director and Program Director to bring Class Action's mission and work to the public eye consistently and strategically using varied modalities.



Class Action, a national nonprofit founded in 2004, inspires action to end classism. We provide change-makers with tools, training and inspiration to raise awareness, promote understanding of the relationship between class and race, shift cultural beliefs about social class, build cross-class solidarity and transform institutions and systems. Our programs include popular education workshops around the country, a summit for first-generation college students, webinars, research and publications about class and classism.

Essential Job Functions and Responsibilities:

- Promote Class Action (CA) programming including: workshop offerings for constituencies, Activist Class Cultures, the First Gen Summit, Staffing the Mission, Cross-Class Dialogue program, webinars, resources and blog posts
- Increase Class Action's following on Facebook, Twitter, Instagram, YouTube and potentially other social media platforms
- Cultivate ongoing follower engagement with CA's social media content
- Develop weekly and monthly calendar for social media posts
- Develop social media content in collaboration with CA team
- Collaborate with CA staff to recruit diverse contributors to CA blog, especially young people and BIPOC people, centering voices of poor/working poor/working class people while maintaining cross-class representation
- Build connections with like-minded organizations and activists via social media platforms
- Provide editorial support to bloggers, finalize and post blog entries to website
- Make updates to WordPress site as needed
- Follow Google AdWords campaigns and apply Google Analytics
- Collaborate with CA team on content for e-newsletters
 - Identify relevant themes
 - Frame and provide copy for CA updates and blog posts for e-newsletter
 - Provide editorial support to CA team generated content
 - Finalize content and work with Office Manager to send to CA list

Qualifications:

- Experience managing and executing across multiple communications platforms
- Strong written communication skills
- Experience with Google Workspace
- Experience with Canva, Adobe Illustrator and/or other design software
- Experience with Eventbrite, Zoom and EveryAction (CRM)
- Experience with Wordpress and/or HTML
- Able to execute day-to-day tasks and work independently
- Willingness to share own ideas and work collaboratively
- Ability to prioritize and follow through effectively
- Comfortable working interactively and collaborating virtually via Zoom
- Demonstrated interest in and understanding of class, race, and intersections of oppression, as well as social justice principles and nonprofit work
- Commitment to a work culture of interpersonal communication, feedback, integrity, inclusiveness and anti-oppression

Hours: 16-20 hours a month

Pay: \$40 - 50 / hour, based on experience and skills

Class Action is an equal employment opportunity/affirmative action employer. We welcome applications from Black, Indigenous and People of Color, women, LGBTQ candidates and individuals from poor, working poor, working-class and low-income backgrounds.

To apply: Please email a cover letter, resume and a sample of writing relevant to this position with "Comms Consultant" in the subject line to office@classism.org. Applications will be accepted until the position is filled. Candidates will be contacted for an interview. No phone calls please.