

Communications Manager

Rebuild by Design is looking for a Communications Manager to join our dedicated and energetic team in New York City. Rebuild is at an exciting juncture as we expand our work from the Hurricane Sandy region to cities around the world. We are looking for someone to manage our communications' portfolio and design strategic campaigns to support our issue-based work. Whether it relates to water, housing, or community resilience, projects range from regenerating the historic Xochimilco neighborhood of Mexico City to designing tools for community engagement with community-based organizations and the City of Oakland. The resilience framework is an interdisciplinary and relatively new approach to urban planning, design, and engineering. This requires a Communications Manager that is flexible and has an appetite to learn about a rapidly expanding field.

The ideal candidate will hold a Bachelor's Degree, and have a minimum of 6+years of work experience in communications, public relations, or a related field. Master's degree is a plus. Experience in policy/government, community non-profit, design/engineering/planning, and environmental communications preferred.

Qualifications:

- Have a commitment to the vision of Rebuild by Design and urban resilience
- Excellent writing and verbal skills
- Project management experience for administering multiple, simultaneous projects
- Experience managing digital elements of campaigns and initiatives – including website content, social media, email management, and online advocacy and organizing tools
- Experience writing press releases and newsletter stories
- Expertise in developing a working relationship with news media contacts
- Experience with or willing to learn common CMS, html, wordpress
- Fluency with mailchimp, and other online communication and campaign tools
- Proficient in Adobe Creative Suite. Graphic design a plus
- Ability to work effectively under tight deadlines
- Passion for social change, ability to be creative, strong sense of humor, flexibility and wants to work with fun people

Essential Duties:

- Strategic communications planning
- Creation of brand guidelines
- Preparing public presentations, writing op-eds, blog posts, and press releases
- Directing social media channels
- Developing digital media campaigns
- Cultivating key journalists and pitching reporters
- Managing all public facing materials including the website and marketing material design and content
- Event management
- Grant reporting
- Managing external vendors such as web developers, external PR firms, etc.
- May include domestic or international travel

About Rebuild by Design

Our cities were built in response to yesterday's problems. As the world faces rising populations, climate change, and economic challenges, communities can't afford to wait until after the next hurricane or flood, or ignore chronic stresses such as aging infrastructure and pollution, to plan for the future. Rebuild By Design is reimagining the way communities find solutions for today's large-scale, complex problems.

Rebuild by Design convenes a mix of sectors - including government, business, nonprofit, and community organizations - to gain a better understanding of how overlapping environmental and human-made vulnerabilities leave cities and regions at risk. Rebuild's core belief is that through collaboration our communities can grow stronger and better prepared to stand up to whatever challenges tomorrow brings.

Through a partnership with [100 Resilient Cities \(100RC\)](#), Rebuild's collaborative research and design approach is helping cities around the globe achieve resilience. To learn more visit rebuildbydesign.org

Rebuild by Design is housed at the Institute for Public Knowledge at New York University. The Communications Manager will report to the Managing Director.

How to Apply

Interested candidates should apply by sending a resume and examples of recent work to jobs@rebuildbydesign.org