



Communications Associate

ArchCity Defenders (ACD) is a holistic legal advocacy organization that combats the criminalization of poverty and state violence, especially in communities of color. ACD's foundation of civil and criminal legal representation, social services, impact litigation, policy and media advocacy, and community collaboration achieves and inspires justice and equitable outcomes for people throughout the St. Louis region and beyond.

ACD envisions a society liberated from systems of oppression where the promise of justice and racial equity is realized; communities where our approach to public safety prioritizes investment in well-being, health, and transformation without relying on criminalization and incarceration; and people living freely in their communities, thriving regardless of their race or income.

ACD and its partners in the organizing and advocacy community are at the center of efforts in the St. Louis region to:

- Re-envision public safety, promote community well-being through policy change, and hold public actors and institutions accountable for misconduct through litigation and zealous holistic representation.
- Challenge a system of policing, courts, and jails designed to meet municipal financial needs rather than the needs of those they purport to serve. Such practices attracted national spotlight during the 2014 Ferguson Uprising and remain widespread throughout our region.
- Engage in litigation and collaborative advocacy designed to bring abusive practices to an end and empower those communities that have been targeted by such practices.

ACD seeks a diligent and creative individual with a strong commitment to social justice to join our dynamic and diverse staff of attorneys, paralegals, social workers, community organizers, and media and communication advocates who collaborate to provide holistic advocacy to address the causes and consequences of poverty and involvement with the legal system.

We seek a skilled professional to work with our Communications team; create and publish written content for news, digital, social media, and organizational publications; create and publish multimedia content; increase community awareness of and support for ArchCity Defenders; and uphold a professional work ethic and high-quality deliverables in support of ACD's mission, vision, and values.

ROLE AND RESPONSIBILITIES:

- Produce excellent written content that is representative of ACD's mission, vision, values, and holistic legal advocacy, including:

- Client stories
- Media advisories
- Press releases
- Event promotion
- Social media posts
- Policy reports
- Know-your-rights and other legal guides
- Annual report
- Case summaries and updates
- Collaborate with the Communications team and other staff on client story production, issue-based content, breaking news, etc.
- Writing succinct and compelling content to maximize social media engagement
- Maintain and enhance record keeping systems, saving work product in all formats
- Increase the visibility of ArchCity Defenders by participating in appropriate community activities
- Assist with ACD events as needed

SKILLS AND QUALIFICATIONS:

- Strong writing and copy editing capabilities for a variety of formats (reports, social media, press releases, web copy)
- Excellent ability to read and summarize ACD client stories, cases, legal updates, etc. into accurate and compelling information for external audiences (public, supporters, news media, etc.)
- Ability to identify patterns and trends in regional and national news or public policy, write about them, and increase public awareness about their significance and relevance to ACD's work
- Ability to update ACD's website (events, press releases, news media, etc.) on a regular basis
- Experience posting and uploading content to social media platforms (including but not limited to YouTube, SoundCloud, Facebook, Twitter, Instagram, and Buzzsprout)
- Experience analyzing social media analytics and sharing feedback with team to improve online engagements
- Skills in any of the following areas are welcomed but not required:
 - Photography, Videography, Video Editing, Illustration, and/or Graphic Design
- Demonstrated commitment to public interest law, civil rights, and the mission of ArchCity Defenders

This is a full-time position with benefits, including health/dental/vision coverage, 401(k), gym membership, work cell phone, and 26 days of PTO. The salary range for this position is \$45,000-\$55,000.

ArchCity Defenders is an equal opportunity employer and strongly encourages applications from people of color, persons with disabilities, women, LGBTQIA+, and gender non-conforming applicants.

To apply, complete the form and upload a cover letter addressed to Z Gorley, Communications Director, a resume, and writing sample to the following website: <https://bit.ly/ACDComms>

Applications will be reviewed on a rolling basis until the position is filled. Priority will be given to applicants that apply by September 10. Interested applicants are encouraged to submit materials as soon as possible.