



THE GREENS NSW	
Position title	Communications Manager
Salary	\$107,473.50 (class 6.1) per annum plus 13% superannuation - subject to CPI increase commencing July 1.
Location	Flexible Hybrid – Primarily based in our office in Camperdown, NSW
Position status	Full time permanent
Commencing	As soon as possible

About the Greens NSW	<p>The Greens Party movement is based on the four pillars of social equity and economic justice, ecological sustainability, grassroots democracy, and peace, nonviolence and disarmament. Greens parties across the world share these same principles and values.</p> <p>In NSW we have seven Members of Parliament, two Senators in the Federal Parliament, and seventy local government Councillors.</p>
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Key responsibilities	<p>Key Responsibilities:</p> <ol style="list-style-type: none"> 1. In collaboration with state and national stakeholders, assist with the development of a robust communications strategy and oversee the delivery of the strategy. 2. Ensure the production of high-quality copy writing for various channels, including the website, social media, emails as well as, hard copy collateral. 3. Work with the Engagement Manager to optimise fundraising initiatives. 4. Proactively identify and capitalise on communications and media opportunities. 5. Other duties as required. 6. Work Health & Safety: You must take all reasonable care for yourself and others and comply with any reasonable instructions, policies, and procedures relating to work health safety and wellbeing.
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Essential requirements	<p>The Communications Manager must meet the following essential requirements:</p> <ul style="list-style-type: none"> • Several years’ experience at a senior level of a hands-on communications role in a busy environment.
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	<ul style="list-style-type: none"> ● Extensive experience in audience and insight-driven communications and content strategy, development and implementation. ● Excellent writing and editing skills with the ability to make complex issues simple. ● Ability to articulate the big picture story and develop framing strategy for different segments. ● A strong background in sourcing, developing and editing engaging content for multiple platforms including print, online and social media. ● Demonstrated emotional intelligence, cultural competence, problem solving skills and resilience. ● Strong understanding of segments and target audience. ● Experience of data-driven insights, analysing and reporting. ● Ability to work with different campaign tools. ● Excellent interpersonal communication skills and an ability to work well in small teams in a fast-paced environment with multiple stakeholders. ● Ability to collaborate with diverse stakeholders and be flexible in a complex political environment. ● Experience in a political or campaigning environment. ● An understanding of the Greens and support for the party's principles, policies and decision-making processes. ● Ability to work and prioritise independently. <p>Desirable:</p> <ul style="list-style-type: none"> ● Deep understanding of social media channels and the digital media landscape. ● The tenacity to push stories and content. ● Experience of working with Not for Profits and membership driven organisations, including fundraising functions. ● Familiarity with CRM systems and database processes. <p><i>Note: successful candidates must not be a member of another political party.</i></p>
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	State Manager	Direct line manager. Escalate issues, keep informed, advise, and receive instructions.
	Work team	<ul style="list-style-type: none"> ● Work collegially with specialist communications staff brought in on shorter contracts during election campaigns. ● Work collaboratively and inclusively by participating in meetings to share information, innovation, and best practice.
	Internal stakeholders	Provide advice to the Greens NSW Committee of Management, Office Bearers



Diversity, Equity, and Inclusion	<p>We are committed to building a diverse, inclusive, and equitable workplace where everyone feels valued, respected, and empowered to contribute. We welcome applications from people of all backgrounds, experiences, identities, and perspectives, including Aboriginal and Torres Strait Islander peoples, people with a disability, culturally and linguistically diverse people, LGBTQIA+ people, and people of all ages.</p> <p>The Greens NSW office is an accessible workplace. Reasonable adjustments and flexible working arrangements are available to support individual needs.</p>
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Work Health & Safety	<p>You must take all reasonable care for yourself and others and comply with any reasonable instructions, policies and procedures relating to work health safety and wellbeing.</p>
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