

THE GREENS NSW	
Position title	Media Relations Manager
Salary	\$107,473.50 (Class 6.1) 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, fixed term contract until 26 March 2027
Commencing	September 2026

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>This position will work closely with the State Campaign Team to support the communication goals of the campaign</p> <p>Key responsibilities will include:</p> <ol style="list-style-type: none"> 1. Develop a simple, guiding media strategy for the campaign that seeks to harness all and any proactive opportunities whilst effectively managing issues as they arise. 2. Daily media and broader communications monitoring to inform all proactive and reactive opportunities. 3. Be the direct media contact for all election related matters. 4. Provide advice on external communications such as member emails, social media activity etc to highlight potential for possible issues and opportunities, in the media, for The Greens NSW candidates and campaign. 5. Develop effective communication channels to ensure a consistent and informed response to media issues and opportunities. 6. Assist local campaigns to create local media statements. 7. Assist with upskilling candidates through brief training and provision of media responses, as required. 8. Develop a proactive pipeline of media stories and narratives about lead candidates around the State. 9. Look for reactive opportunities day to day to provide comment, interview opportunities with Green(s) candidates and MPs to build relationships with key NSW political journalists on behalf of The Greens NSW.
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	<ol style="list-style-type: none"> 10. Create single page 'explainer' documents for the campaign, with input and guidance provided by the Communications Manager. 11. Provide advice to the campaign on messaging. 12. Act as the communications lead for all media issues related to the campaign, providing advice and daily feedback to the State Campaign Manager and Communications Manager. 13. Provide ad hoc advice and input to the campaign (through two direct reports) more generally, as requested. 14. Other duties as directed by the Campaign Manager.
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Essential requirements	<p>The Media Consultant must meet the following essential requirements:</p> <ol style="list-style-type: none"> 1. Proven track record in media and policy work; 2. Excellent oral communication and interpersonal skills including the ability to liaise with local Greens campaigns. 3. Demonstrated ability to manage competing priorities and work to tight deadlines in a dynamic environment 4. Excellent communication, negotiation, and analytical skills. 5. Demonstrated emotional intelligence, problem solving skills and resilience. 6. An understanding of the Greens and support for the party's principles, policies, and decision-making processes. 7. A willingness to acquire new skills and knowledge. 8. A tertiary qualification or equivalent work experience. 9. Computer skills including, advanced skills in MS Office, social media platforms. 10. Essential: A current Working with Children Check or be able to obtain one within first month. <p>Note: Occasional evening and weekend work and travel within NSW will be required.</p> <p>Successful candidates must not be a member of another political party.</p>
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Key relationships	Campaign Manager	Direct line manager. Escalate issues, keep informed, advise, and receive instructions.
	State Manager	Escalate issues, keep informed, advise, and receive instructions.
	Communications Manager	Provide reports, escalate issues, keep informed and advise.
	Work team	Work collaboratively and inclusively by participating in meetings to share information, innovation, and best practice.

	Internal stakeholders	Work with Local Groups, campaign committees and volunteers to resolve issues and provide solutions to problems.
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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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