



Communications Manager
Salary \$94,800 to \$146,800

The Association for Los Angeles Deputy Sheriffs is currently recruiting for an energetic, creative, and strategic leader for its communications program.

ALADS offers excellent pay and fringe benefits, including medical, dental, vision, life insurance, flexible spending accounts, and a retirement plan.

The Communications Manager works closely with the Association's leadership to develop and execute a comprehensive communications program, assists the Association's leaders and staff with the effective use of all communications platforms, directs public relations campaigns, builds external relationships with politicians, the media, and the County, understands the importance of timing and responding to crises, and controls the flow of information to ensure that ALADS is viewed as the primary source, disseminator, and conduit of information related to the Association and its membership.

Examples of Responsibilities:

- Directs, supervises, and develops communications staff.
- Responsible for all communications, vendor relationships, and project management.
- Assists in the development of strategies to project a positive public image of the Association; develops sophisticated press and media strategies that assist the public in understanding issues critical to the Association and its members.
- Oversees the writing and development of materials needed for various campaigns, including talking points, statements, email blasts, speeches, or other written materials; edits and coordinates production of the Association newspaper, website, and other communications.
- Maintains an awareness of risks and cultivates an environment of readiness for crisis management and preemptive planning.
- Monitors media coverage of the Association, the County, and other related topics, maintains media files, makes recommendations on ways to improve media coverage.
- Coordinates media event logistics and interviews, and may act as official spokesperson for the Association and its elected officials; maintains ongoing, effective communication with media outlets and carries out press releases.
- Prepares, analyzes, and administers the communications budget

Desirable Employment Standards:

- Graduation from an accredited college or university with a Bachelor's or Master's Degree in a communications-related field.
- Ten or more years of experience in public relations, political campaigns, communications, or closely related field. Previous experience with a labor organization preferred, but not required.
- Demonstrated experience in performing proactive media outreach, maintaining good working relationships with journalists and generating positive media coverage and responding to media inquiries.
- Excellent writing, editing, verbal, and analytical communication skills.
- Working knowledge of electronic and/or print media systems; knowledge of advertising techniques.; familiar with all aspect of literature production processes, including layout.

Knowledge of public sector unionism; contemporary issues of police labor unions and of the law enforcement community; operations of the County of Los Angeles, with particular emphasis on the Sheriff's Department, District Attorney's Bureau of Investigation, Employee Relations Commission, Civil Service Commission, Board of Retirement, Chief Administrative Office, and Board of Supervisors.

Ability to perform a wide variety of highly responsible managerial duties; use advanced English skills, including spelling, grammar, sentence structure, and original composition; prepare accurate reports; exercise independent judgment on matters where the consequence of error is high; establish and maintain effective relations with staff, clients, public agency personnel, vendors, and the general public; make effective oral presentations; and work under pressure accomplishing the duties and responsibilities of the position.

Must have a valid driver's license, proof of car insurance, a dependable vehicle available to work each business day, and be willing to travel extensively throughout Los Angeles County on a regular basis, along with a willingness to work a flexible schedule, possibly beyond forty (40) hours per week.

If you meet these requirements and are interested in the position, please send your resume and cover letter, mentioning this posting from unionjobs.com, to careers@alads.org . Include "Communications Manager" and your full name in the subject line.