

Reporters Committee for Freedom of the Press

Policy Writer & Coalition Coordinator

The Reporters Committee for Freedom of the Press (RCFP), which provides pro bono legal representation and resources to advance First Amendment freedoms and the newsgathering rights of journalists, is looking for a talented **Policy Writer & Coalition Coordinator**. The RCFP serves the nation's leading news organizations, and thousands of reporters, editors, and media lawyers. It was founded by leading journalists and media lawyers in 1970 when the nation's news media faced an unprecedented wave of government subpoenas forcing reporters to name confidential sources.

The RCFP also helps administer News Media for Open Government, a broad coalition of news media and journalism organizations working to ensure laws, policies and practices preserve and protect freedom of the press, open government and the free flow of information in our democratic society. More information is available at www.foropengov.org.

The RCFP is looking for a **Policy Writer & Coalition Coordinator** who is organized, diplomatic, and a policy wonk who can keep up with press freedom issues in Congress and state governments, and communicate about them with a variety of audiences. The RCFP needs someone who is reliable, collaborative, and a collegial team player who can take the initiative and is comfortable seeking out information and input from others.

Responsibilities include:

- Monitor legislation and administrative policy developments on topics like shield laws, freedom of information laws, media source protection laws at the federal and state levels that effect press freedoms and open government.
- Attend and report on Congressional hearings and agency public meetings and other government activities.
- Set up meetings with Congressional staff.
- Administer regular coalition meetings and coordinate members of the News Media for Open Government coalition.
- Be a point of contact for the media and support coalition members representing the coalition.
- Write content for the website and briefing materials, clearly explaining RCFP policy, litigation, impact, and other activities.
- Report to the Policy Director.

Qualifications include:

- A Bachelor's degree in communications, journalism, or other related field.
- Knowledge of and interest in national policy, government transparency, media law, and/or journalism and a demonstrable commitment to press freedom.

- 2-3 years' writing, editing and proofreading experience at a nonprofit or online/print publication, preferably in an office or professional environment.
- Experience working in collaborative coalitions, and managing members with varying interests and priorities in pursuit of a unifying goal.
- Ability to develop narratives and storylines that connect complex policy and litigation issues to people's lives in a compelling way.
- Strong listening skills to identify organizational needs of a diverse coalition.
- Ability to collaborate with a diverse group of stakeholders and balance coalition needs.
- Skill in diplomatically handling press queries and ensuring equal opportunities for coalition members to give input or publicly represent the coalition.
- A penchant for consensus-building and confidence in suggesting direction and action.

Salary: \$54,000 - 59,000.

Benefits or all regular full-time positions include:

- A minimum of 3 weeks paid time off plus most Federal holidays.
- A retirement savings plan, including an employer match from date of hire.
- Comprehensive insurance coverage, including medical, dental, and vision, life and accidental death, and disability.
- Ability to use pre-tax dollars for dependent care and commuting expenses.
- A collaborative and inclusive work environment.

To apply: Send resume, cover letter and at least one writing sample to: settleson@gmail.com, subject line: RCFP – Policy Writer & Coalition Coordinator.

RCFP is an equal opportunity employer and does not discriminate on the basis of race, religion, color, national origin, gender identity, sexual orientation, age, marital status, veteran status, or disability status.