

Copy Writer and Content Manager**Location: Washington D.C.****Website: www.hattaway.com****ABOUT US**

Hattaway Communications helps visionary leaders and organizations achieve ambitious goals that benefit people and the planet. We work with high-profile clients in politics, government, advocacy, philanthropy and business. We offer a full range of communications products and services, including research, strategy, message development, and fully integrated communications campaigns that utilize advertising, media relations, social media, grassroots organizing and other tools. Great writing is at the heart of everything we do.

THE OPPORTUNITY

We're seeking a highly skilled writer with a diverse portfolio who can create top-notch content for a variety of audiences and platforms. This is an opportunity for a creative, professional writer with experience in marketing, branding and/or advertising to put your talent to work for meaningful causes. We're looking to bring skills and sensibility from the world of consumer marketing into the political arena. You'll have the chance to work with a team of multi-talented, dedicated people from diverse backgrounds working on a wide variety of issues—and making a positive difference in the world.

JOB DESCRIPTION

The Copy Writer and Content Manager will be responsible for creating inspiring and effective content, editing written products drafted by other members of the team, and providing overall quality control on all types of writing projects. The ideal candidate will be able to:

- Create top-notch content for branding, marketing, strategic consulting, advertising, public affairs, media relations and thought leadership.
- Produce products such as message manuals, speeches/talking points, strategic plans, research reports, case studies, social media content, press releases/op-eds, collateral and website/blog content.
- Write for a diverse set of audiences, from national decision-makers and news media to voters and consumers.
- Collaborate with a team of researchers, information designers and other communications professionals in a fast-paced, innovative environment.
- Juggle multiple projects while meeting demanding deadlines, producing high-quality work and maintaining a positive attitude.

A successful candidate will demonstrate:

- A versatile writing style with a wide range of voices for different audiences; a flair for storytelling and narrative technique; vivid, emotive language; and flawless mechanics.
- A portfolio with a variety of high-quality writing samples, such as: ad copy, scripts, marketing collateral, speeches, press releases, reports, brochures, white papers and other content for use in public affairs and marketing.
- 5-7 years' experience in branding and marketing—and some exposure to/interest in working with organizations in politics, advocacy and/or philanthropy (journalism and social media experience are also valued).

- Proven ability to manage projects from beginning to end, meeting the highest standard of quality with strict adherence to deadlines.
- Creativity, a sense of humor and a strong sense for what is/is not compelling and newsworthy.

Salary and benefits commensurate with experience.

Send resumes to settleson@verizon.net. No phone calls, please.