



Kentucky Resources Council

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JOB POSTING: COMMUNICATIONS AND OUTREACH ASSOCIATE

Become part of one of Kentucky's most trusted and effective environmental law and advocacy organizations. Kentucky Resources Council (KRC) is seeking a dynamic, self-starter to create internal and external communications, develop marketing materials, and facilitate community outreach. This role may be a full or part-time position, depending on the candidate.

Part-time role responsibilities to include:

- Create compelling digital and print communications (social media, website, monthly newsletters).
- Generate and maintain a communications calendar for external outreach.
- Serve as a liaison for media inquiries.
- Work among departments to create, edit, format, and distribute content across all KRC's communications channels.
- Work with our team to plan and coordinate events, including supporting the Director of Development in planning fundraisers.
- Attend and table at occasional community events on behalf of KRC.
- Support development efforts by coordinating with staff to produce development and marketing materials, including the annual report, quarterly reports, and annual giving campaigns.
- Assist in development and launch of a new website. Once launched, be responsible for management of the website and reporting results.
- Manage brand assets and collateral.
- Facilitate coordination between KRC and allied environmental and grassroots groups on energy and environment-related issues; attend coalition meetings as time permits.

Additional responsibilities for full time role to include:

- Plan and implement citizen training workshops, both in person and via zoom, with the Kentucky Environmental Accountability Project (KEAP) team.
- Create clear visual presentations and public trainings with content provided by KEAP program staff.
- Coordinate efforts to increase meaningful public engagement in public hearings (including before the KY Public Service Commission) and support for public comment on draft permits and other environmental and energy decision-making impacting Kentucky's transition to a clean and equitable energy future.
- Provide support as needed to KEAP program staff to meet objectives of that program.

Qualifications:

- Enthusiasm for KRC's mission and goals. See <https://www.kyrc.org/about-us/about-krc>
- Bachelor's degree, or equivalent research or work experience.
- Passion about the environmental and energy issues impacting Kentucky and ability to effectively learn and digest new information pertaining to these issues.
- Strong communication skills, both written and oral.
- Strong interpersonal skills including ability, enthusiasm, and respect for working with diverse groups of people.
- Ability to communicate in a professional manner with community, staff, and KRC members.
- Computer skills, including Microsoft Word, Excel, and Powerpoint
- Design skills on Canva or similar.
- Self-motivated, good organizational skills, detail-oriented, and ability to prioritize and meet deadlines.
- Ability to be a self-starter in developing and carrying out activities, to take initiative and work independently, as well as in a team.
- Available to travel and work some evenings and weekends for tabling at events, including possible occasional overnight stays for hosting or attending events.
- Must possess a valid state driver's license.

About KRC:

KRC is a statewide public-interest environmental law and advocacy organization. Since 1984, we have been a trusted source of legal representation and assistance to individuals, local governments, and grassroots organizations on environmental and energy issues impacting our state. We work to protect Kentucky's natural resources, fight for environmental health and justice, empower citizens to be effective environmental stewards, and promote policies for healthy communities and a livable climate. We represent our clients free of charge to reduce the economic barriers that too often obstruct the quest for environmental justice.

Our newest program, the Kentucky Environmental Accountability Project (KEAP), is a three-year initiative to advance environmental health, quality, and justice, and to move Kentucky toward a clean energy future. KEAP will combine meaningful citizen participation, science-backed information, and technical and legal expertise to ensure that Kentucky's environmental decisions are more protective of public health, the environment, and our climate.

Compensation:

Compensation dependent on experience, minimum of \$26/hour. A yearly salary will be provided for a full-time position, commensurate with experience. KRC offers a strong benefits package for full time employees, including a monthly contribution to a Health Reimbursement Account, a retirement plan with an employer match, 13 paid holidays, four weeks paid vacation, and paid family leave. Paid time off, retirement, and additional benefits are also available to part-time employees.

Location: This is a remote position, but must reside in Kentucky. Physical presence required at events (held in various parts of the state) and some staff and board meetings.

To Apply: Please send a cover letter about why you are inspired to work for KRC, your resume, and at least two references via email to careers@kyrc.org.

Deadline: Priority application deadline is April 29, 2023; open until filled.

Kentucky Resources Council is an Equal Opportunity Employer and does not discriminate on the basis of sex, race, religion, age, national origin, political affiliation, sexual orientation, veteran status, disability, or any other characteristic protected by law.