



Communications Fellow

Americans for Democracy and Human Rights in Bahrain (ADHRB) is a non-profit organization that seeks to foster awareness of and support for the pro-democracy movement in Bahrain and the Middle East. We seek a communications fellow responsible for helping establish and execute organization-wide communications priorities, processes products, and strategies. This position requires a minimum of an M.A. in communications. This position is located in Washington, D.C. and reports to the Director of Advocacy.

Education Requirements

Recent M.A. in communications

Employment Type

Fellowship

Professional Level

Entry level

Job Function

Communications

Primary Responsibilities

- Develop and implement communications and media strategy for ADHRB and its initiatives.
- Manage ADHRB's media relations and communications, including the website, weekly newsletter, and social media presence.
- Effectively strategize with ADHRB staff to disseminate key institutional deliverables—reports, op-eds, press releases, policy briefs—to appropriate media outlets and other audiences.
- Edit, package, and place op-eds and assist in the drafting and editing of other written products as needed.
- Oversee media requests including electronic media, television, radio, print, and other general press inquiries.
- Develop and oversee, in coordination with staff, special projects that have a press or marketing element, including campaigns, videos, and other multimedia.
- Manage production of all marketing and promotional materials for ADHRB.
- Perform administrative and other duties as required.
- Manage interns as needs require.

Requirements and Qualifications

- Recent M.A. in communications.

- Excellent writing, editorial, oral communication, and presentation skills.
- Versatility in writing for all media platforms.
- Experience with creating multimedia products and social media promotion.
- Adept team player with excellent interpersonal skills.
- Organized, disciplined, and proactive.
- Works well under deadlines.

Preferred Experience

- Demonstrated commitment to human rights consistent with the mission of ADHRB.
- Experience working on a grassroots or political campaign.
- Knowledge of the Middle East developed from experience.
- Working knowledge of Arabic.

ADHRB offers a stipend of \$1000/month for this position, and requires a 6-month commitment of 40 hours per week from any potential fellow.

To apply, please send a resume, cover letter, and a brief, unedited writing sample to jobs@adhrb.org, and include "Communications Fellow" in the subject line.