



Job Description:

Communications Manager

[Global Shield](#) is an international non-profit advocacy organization devoted to reducing global catastrophic risk. Global Shield takes a holistic approach, seeking policies that address all forms of global catastrophic risk. Our approach is informed by high-quality policy research and development along with experienced policy advocacy tailored for individual countries.

We are seeking a visionary and highly strategic Communications Manager to deliver storytelling that compels action on global catastrophic risk.

- **Location:** Global, working remotely. While we will prioritize fit and experience over location, we strongly encourage candidates from Europe, the Middle East, South America, and Africa to apply.
- **Reporting structure:** Reports to the Chief of Staff (based in the US); preference for this person to overlap at least four regular working hours with US Eastern Time. A few times a month, all-team meetings will happen outside of normal working hours to accommodate our international team.
- **Position Length:** Full time, regular.
- **Work Authorization:** This position is not eligible for employment visa or work authorization sponsorship. You will need to have authorization to work in your location.
- **Salary:** Salary will depend on experience level and location. The salary will be in line with that of a skilled professional in your country with 5-10 years of work experience. We set our global salaries based on local rates in your country.
- **Travel requirements:** 1-2 times a year for international travel
- **Application information:** Apply [here](https://forms.gle/ACeRycmVT9a2PQ1d6) (https://forms.gle/ACeRycmVT9a2PQ1d6) by Sunday 26 April

What you'll be doing

The primary focus of the role will be to provide communications in support of international and national-level advocacy campaigns, elevate Global Shield's brand recognition, and improve share-of-voice. The Communications Manager will be Global Shield's brand guardian and lead our storytelling with key audiences across owned and earned channels. This is a unique opportunity to shape the policy conversation around the most consequential threats of our time.

Key Responsibilities and Measures of Success

The role will have a diverse set of responsibilities (see Overall Responsibilities). The most critical responsibilities that will form the Communications Manager's primary focus are:



1. Provide highly professional communications support to in-country advocacy campaigns on policies we are pursuing to reduce global catastrophic risk
2. Plan, manage, and deliver an integrated communications strategy
3. Elevate Global Shield's international and local brand recognition

Overall Responsibilities

Media and public engagement

- Create and implement comprehensive communication plans to support Global Shield's growth, advocacy campaigns, and policy priorities
- Prepare communications materials for high-level events, media appearances and engagements, including op-eds, keynote speeches, and press releases.
- Support the planning and organization of Global Shield-hosted events
- Serve as a primary point of contact for journalists and media

Digital and social media

- Promote Global Shield communications across channels
- Manage website content and design processes
- Lead the development of content drafting and production
- Manage and improve search-engine optimization
- Lead the development of digital campaigns as needed

Storytelling

- Lead the development of a set of narratives and stories about global catastrophic risk and efforts to reduce risk
- Develop innovative formats for storytelling to engage diverse audiences.
- Position Global Shield as a leader in global risk (e.g. by crafting compelling, accessible narratives that frame global catastrophic risk in ways that drive political action)

Brand guardianship

- Steward and protect Global Shield's brand reputation, identity, and positioning, including consistent brand expression across touchpoints and countries
- Develop organization-wide communications, messaging, and narrative strategy
- Set and manage metrics around reach, brand equity, and engagement
- On an ad-hoc basis, identify, manage, and brief external agencies (creative, PR, digital, design, production) to provide approved support to brand, marketing, and communications efforts.



What we're looking for

We are looking for individuals who possess the audacity to tackle global challenges. We want someone who can own day-to-day communications needs and help drive our brand to become a globally recognized organization.

Values

Global Shield expects its staff to align with our organizational values. Therefore, the candidate must demonstrate a range of important qualities:

- Audacious
- Influential
- Collaborative
- Creative
- Adaptive

Required Skills and Experience

We expect all of the following skills and experience:

- **Brand/communications/marketing experience:** 5-10 years in marketing, journalism, or communications roles, with demonstrated ability to shepherd global brands, support active advocacy campaigns with communications, or lead multi-channel communications strategies.
- **Political communications acumen:** Ability to understand global and local political environments and navigate controversial issues
- **Communication skills:** Exceptional written and verbal communication skills in English. Exceptional written and verbal communication skills in German or Portuguese are a plus.
- **Education:** Bachelor's degree

Desired Skills and Experience

Candidate can also offer the following attributes, but will not be required to do so:

- **Advocacy:** Strong experience with advocacy campaigns, issue-based communications, or political/public affairs, or non-profits.
- **Experience in a start-up, high-growth, or mission-oriented organization:** Comfort with ambiguity, independent problem-solving, and building processes from scratch.
- **Comfort with remote work:** Our team is global, and much of our day-to-day work is completed from home or other remote work locations.
- **Additional language skills:** Proficiency in a second language other than English, especially German or Portuguese, is a plus.

We recognize that this is a unique role, so even if you do not meet all of the desired criteria but believe you have the skills for the job, we strongly encourage you to apply.



As a remote role, candidates can be located anywhere in the world. While we will prioritize fit and experience over location, we strongly encourage candidates from Europe, the Middle East, South America, and Africa to apply. Salary will be benchmarked to reflect the experience of a skilled communications or marketing professional with 5–10 years of experience in your country or region.

How to apply

To apply, please submit an application and resume. You may also wish to include a link or attachment of your portfolio of work.

Assessment Steps

- Complete the application [here](https://forms.gle/ACeRycmVT9a2PQ1d6) (https://forms.gle/ACeRycmVT9a2PQ1d6) by Sunday 26 April
- Attend an initial screening call
- Attend up to two remote interviews
- Submit references
- Receive an employment offer

We reserve the right to close the application period early or change the assessment steps based on the quality and quantity of candidates.

Contact us

If you have any questions, please email contact [at] globalshieldpolicy.org with the subject “Question: Communications Director”

Global Shield is an Equal Opportunity Employer. We are committed to creating a diverse and inclusive environment and encourage applicants from all backgrounds to apply.