



Communications Manager

Vital Strategies

Vital Strategies, based in New York City, is an international public health organization. We develop and oversee programs to strengthen public health systems and address leading causes of morbidity and mortality, providing expertise in project implementation and management, strategic communications, epidemiology and surveillance, and other core public health capacities. Our specific programs include road safety, obesity prevention, tobacco control, and activities to strengthen public health data systems and the use of public health data to guide policy and decision-making. Activities are based in low and middle-income countries and cities in Africa, Latin America, Asia and the Pacific. Please visit our website at www.vitalstrategies.org to find out more about our work.

Background:

Resolve to Save Lives is a groundbreaking 5-year global health initiative that aims to save millions of lives by reducing preventable deaths from cardiovascular disease and to prevent infectious disease epidemics. Resolve to Save Lives is housed within Vital Strategies, a global health organization that works in 60 countries to address the most challenging health issues to improve the quality of life for people around the world. To find out more, please visit www.resolvetosavelives.org.

The Position

Vital Strategies is seeking qualified candidates for the position of **Communications Manager** to support our global efforts to improve cardiovascular health and prevent epidemics.

This is a full-time position based in New York. Applicants must have a valid work permit to work in New York.

The Communications Manager is a New York based position and part of a small team. Communications staff at Resolve to Save Lives cover a wide variety of tasks, such as managing the initiative's social media channels, arranging top-tier media interviews, developing behavior change communication campaigns, managing advocacy and communication partnerships, and developing strategic communications plans to support our team and programs achieve their goals.

Specific Duties

- Serve as primary communications contact for Resolve to Save Lives Cardiovascular Health Team, co-managing a number of global and in-county communications projects such a website, PSAs and large-scale behavior change campaigns
- Develop innovative communications strategies to support our programs, including in-country outreach strategies, communications campaigns, social media marketing, event-based communications activities and advocacy strategy support
- Develop communications materials to support CVH program efforts, such as fact sheets, brochures, posters, OpEds, blogs, success stories and videos

- Support CVH team speaking engagements
- Support development of RTSL communications best practices and processes
- Manage communications contractors for CVH and Resolve to Save Lives generally
- Support tracking/management of all Resolve to Save Lives communications activities
- Support external event management (eg, United Nations General Assembly, World Health Assembly, conferences)
- Lead Resolve to Save Lives scientific article production and promotion
- Collaborate with Communications Director on new ideas, directions and venues for Resolve to Save Lives communications
- Develop and implement long-term media strategy

Qualifications and Skill Set:

- 6 to 10 years' experience in communications (health communication, health policy, strategic communications, public relations or digital communication)
- Demonstrated project management experience
- Exceptional writing skills with sample blogs, OpEds and short essays
- Previous experience with communications campaigns required, background in global health is highly desirable
- Clear, effective communicator, both written and oral
- Outstanding computer skills with experience in all Microsoft Office programs
- Proficiency in Photoshop, Illustrator and InDesign preferred
- Proficiency in HTML and CSS is a plus
- Self-motivated, good organizational skills, detail-oriented, ability to prioritize, multi-task and meet deadlines
- Ability to work independently and with others
- Enthusiasm for the mission of Resolve to Save Lives and the communities we serve

How to Apply:

Please send a CV, cover letter and two writing samples to opportunities@resolvetosavelives.org

Applications will be received until the position is filled. Please note that only shortlisted candidates will be contacted.

Vital Strategies offers competitive compensation for full-time employees and pro-rata for part-time employees based on prior experience and qualifications as well as comprehensive benefits in order to best support our people. Benefits we offer include: health, dental and vision insurance where Vital Strategies pays generously towards the cost of these benefits for employees and their families/domestic partner; 15 paid vacation days (rising to 20 paid vacation days from fourth year of service and 25 from seventh year onwards), 13 paid federal holidays and paid days off between the Christmas and New Year's holidays; paid sick days; retirement savings plan; commuter benefits and basic life and personal accident insurance.