



## Communications Manager

The US Water Alliance seeks a Communications Manager to help shape and share the Alliance's mission with clarity and impact. The Communications Manager will work closely with the Creative Director and program teams to lead external communications that amplify our work, engage key audiences, support advocacy and fundraising, and amplify community-based efforts.

### About the US Water Alliance

The US Water Alliance is a member-supported national nonprofit that aligns diverse stakeholders to develop common ground and transformational solutions to our nation's most pressing water challenges. Our nearly 200 members and partners include utilities, public agencies, community organizations, engineering and technology firms, environmental groups, agricultural interests, labor unions, researchers, artists and culture bearers, and many others. We:

- **Educate** the nation on the true value of water and engage an expanding base of One Water champions through mutual discovery, learning, and communications.
- **Initiate** new approaches and solutions to our most pressing water challenges, leveraging powerful partnerships, authentic engagement, and cultural strategies to advance One Water solutions.
- **Accelerate** the adoption and scaling of the mindset, practices, and policies behind the One Water approach to advance a better quality of life for all.
- **Celebrate** what works to advance the One Water movement and solutions to inspire and spread innovation in water system transformation.

For more information, please visit our website at: [www.uswateralliance.org](http://www.uswateralliance.org).

## Compensation and Benefits

The salary range is \$70,000 – \$90,000, with a midpoint of \$80,000. New hires typically receive between the minimum and mid-point; however, the actual salary offer may be slightly higher based on qualifications, internal equity, and market rates.

The US Water Alliance offers an excellent benefits package that includes:

- Health Benefits: Medical, Vision, Dental
- Short- and Long-Term Disability and Life Insurance
- Employee Assistance Program
- Flexible Spending Plans
- 401k Retirement Plan
- Paid Time Off (PTO)
- 10 paid holidays, plus a 6-day winter break at the end of the calendar year.
- Other benefits: supplemental paid leave (sabbatical, parental, bereavement), professional development, and remote work stipend.

## Location

Qualified candidates will be considered regardless of location. While most work is performed remotely, travel will be required for on-site events, gatherings, and program and/or development needs.

## Position Overview

The Communications Manager is a strategic storyteller and content creator responsible for sharing the Alliance's mission with clarity, consistency, and impact. This role works closely with the Creative Director and leadership to drive the development and execution of the Alliance's communications strategy to help amplify our work, engage members, and support fundraising, advocacy, and community-based efforts.

They develop and oversee external communications, working on everything from press releases and social media to email newsletters, website updates, and messaging, helping to translate complex work into compelling narratives that create impact. This role also helps manage media relations and collaborates closely with program staff, partners, external consultants, and leadership to ensure all messaging reflects the Alliance's values and vision.

## What You'll Do

### Communications Strategy & Project Management:

- Lead the design, implementation, and continuous improvement of the US Water Alliance's communications strategy in coordination with the Creative Director.
- Develop and manage all aspects of the Alliance's integrated external communications strategies in close collaboration with program staff, partners, leadership, and external consultants.
- Manage relationships with external day-to-day support, graphic design, website, video production, and other communications and design consultants.
- Serve as the communications lead for One Water Summit, managing consultants and ensuring high-quality content creation.
- Maintain regular reporting practices to track the impact of communications strategies.

- Ensure communications efforts are evaluated and leveraged for maximum organizational and sector impact.
- Manage multiple communications deliverables with a high level of collaboration with staff, consultants, and partners.
- Provide communications support and guidance for the Value of Water Campaign (a key activation staffed by the US Water Alliance focused on increasing investment in water infrastructure).

#### Content Creation, Editing, and Production:

- Write and edit for a variety of formats and diverse audiences, including email blasts, press releases, the Year in Review, op-eds/short form articles, blogs, website copy, digital media, and other collateral materials.
- Oversee production of Alliance materials such as research papers, presentations, fact sheets, videos, press materials, and organizational marketing materials.
- Copyedit US Water Alliance materials and reports.

#### Media and Press Relations:

- Work with external PR consultants to manage media outreach, which may include directing incoming media requests, writing press releases, and coordinating with leadership on media opportunities.
- Occasionally serve as on-the-record spokesperson for the Alliance.

#### Digital Communications and Social Media:

- Manage external email platform, the US Water Alliance website, and multiple social media channels.
- Work with consultants to set and achieve objectives and targets for social media and engagement.
- Generate and execute communications-driven campaigns across digital communications platforms.

#### Internal Communications and Collaboration:

- Work collaboratively with a strong team of Alliance staff.
- Manage internal Alliance communications materials and systems, including the style guide and publication development and rollout process.

#### Provide Organizational Support

- Support the Alliance's network-building strategy by helping recruit and onboard new members, building effective partnerships, and engaging in coalitions for the organization.
- Represent the Alliance through in-person meetings, phone calls, conference attendance, and presentation at national meetings.
- Serve as an external ambassador for the US Water Alliance through public speaking, relationship building, and coordinating strategic partnerships.
- Support fundraising activities as needed, including but not limited to drafting program-specific content for proposals and meeting with philanthropic partners.
- Support One Water Summit as needed with logistical, programmatic, and operational tasks.

## Other Duties

Please note this job description is not designed to cover or contain a comprehensive list of activities, duties, or responsibilities that are required of the employee for this position. Duties, responsibilities, and activities may change at any time with advance notice. The position may also change direct reports at the discretion of management.

## What you bring to this role

### Education and Experience:

#### *Required:*

- Bachelor's degree in related field; graduate degree preferred
- 5 years of communications experience
- Proven track record of managing successful communications strategies and/or campaigns

#### *Desired:*

- Familiarity with advocacy, fundraising, or community engagement communications

### Abilities:

- Exceptional interpersonal skills
- Excellent writing, editing, and proofreading skills across formats (social, email, web, press)
- Ability to translate complex work into clear, engaging, and accessible content
- Strong storytelling skills with an eye for elevating voices and impact across platforms
- Proficiency in managing social media platforms (LinkedIn, Bluesky, Facebook, Instagram), analytics and scheduling tools (e.g., AirTable)
- Familiarity and ability to utilize graphic design tools (e.g., Canva and Adobe Creative Suite)
- Basic knowledge of website CMS platforms (e.g., WordPress, Squarespace)
- Strong project management skills with attention to detail and deadlines
- Ability to develop and implement communications plans aligned with organizational goals and vision utilizing data and analytics to drive strategy and optimize impact
- Experience managing or collaborating with consultants and other creative partners
- Demonstrated capacity for critical, independent, and creative thinking
- Well-organized and able to work in a fast-paced environment
- Comfortable working collaboratively and efficiently to create new systems, lead implementation, and support colleagues to successfully meet expectations

### Mindset:

- Passion for water, sustainability, and the mission of the US Water Alliance
- Dedicated to team success
- A self-starter, a problem solver, and detail-oriented
- Flexibility and openness to changing conditions

## Apply

Please submit your CV/resume, cover letter, a writing sample, and social media sample [here](#). The writing sample should include 1) a report, article, or related narrative sample and 2) a sample of social media graphics and copy. This position is open until filled; however, those applications received by **Friday, August 15, 2025**, will receive first consideration.

## What to Expect

We'll review your application materials for experience, knowledge, and abilities required to successfully perform the job. **Only those selected to advance in this process will be contacted for an interview.**

Candidates must possess current and valid U.S. Work Authorization and be eligible to work for any U.S. employer without sponsorship.

As part of our standard hiring process for new employees, employment will be contingent upon successful completion of a background check.

*The US Water Alliance is an equal opportunity employer committed to building and maintaining a diverse staff and a welcoming workplace for all. Applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, age, national origin, veteran or disability status, or other applicable legally protected characteristics.*

*If you require assistance due to an accessibility issue in the application or recruitment process, please submit a request to [hr@uswateralliance.org](mailto:hr@uswateralliance.org).*