



COMMUNICATIONS DIRECTOR JOB SYNOPSIS

Full job description can be found [here](#).

POSITION OVERVIEW

The ACLU of Montana (ACLU-MT) seeks a dynamic, strategic, and mission-driven Communications Director to lead its Communication Department and serve as a member of the organization's leadership/senior management team. The Communications Director reports to the Executive Director and plays a critical role in advancing ACLU-MT's integrated advocacy efforts, serving as both a strategic advisor and team leader in the development and execution of comprehensive communications initiatives across traditional and digital platforms. The Communications Director is responsible for shaping the public voice and amplifying the visibility of the organization, while ensuring alignment with organization's mission, values, and programmatic goals.

At the ACLU of Montana, we cover the broad waterfront of civil rights issues, including the right to privacy (including reproductive rights), voting rights, criminal-legal reform, and 2S-LGBTQIA+ rights, with a particular emphasis on our strategic priority areas of Indigenous Justice and decriminalization of poverty. The ideal candidate has demonstrated deep commitment to civil rights and liberties, along with sophisticated understanding of how to use strategic communications as a tool in advancing policy, advocacy and litigation outcomes, and uplifting community storytelling, while applying an anti-racist and de-colonial lens to communications work. They will have experience in both internal and external communications, demonstrating fluency across a range of disciplines including media relations, digital and social media strategy, speechwriting, brand and reputation management, and fundraising communications. They will also exhibit strong news judgment, political acumen, and the ability to lead with calm and clarity during periods of crisis or heightened visibility. A background in issue-based or political campaigns is a plus, as is experience working on a team in fast-moving, high-stakes environments. The successful candidate will be highly collaborative and inclusive, while also displaying the ability to work independently. Management experience is also a plus, as we envision an eventual communications department of at least two staff members.

COMPENSATION AND BENEFITS

This position is full-time, exempt, and will pay an annual salary of between \$101,000 and \$111,000, depending on experience. Excellent benefits offered, including health, vision and dental insurance, short and long-term disability and life insurance, 401(k) retirement plan and employer matching, and generous vacation, holiday, sabbatical, and family and medical leave policies. Relocation reimbursements for actual moving expenses are available up to \$4,000, contingent on two years' employment. A monthly reimbursement for personal mobile phone and internet is offered to all ACLU employees. The ACLU of Montana also invests in each staff member's professional development.

The position is fully remote, based anywhere in Montana. There is optional access to co-working spaces in select cities. Candidates based in other states must be willing to relocate to Montana within the first three months of start date. All staff are required to meet quarterly for in-person workdays held across the state. Additionally, this position will require travel for occasional events across the state. ACLU of Montana pays for work related travel expenses, including in-person days.

APPLICATION PROCEDURE

All applications are treated confidentially. Please email your application to [jobs\[at\]aclumontana.org](mailto:jobs@aclumontana.org) and include "Communications Director" in the subject line of your email. Applicants should submit a resume and cover letter that best expresses their interest in this position and qualifications aligned with the role. Applicants are particularly encouraged to highlight:

- Communications leadership that has leveraged planning, creativity, and teamwork to advance advocacy, policy, litigation and/or mission-driven goals.
- Ability to design and execute multi-channel communications programs, applying strong writing, editing and content creation skills to traditional and digital communications strategies.
- Cultural competency to effectively communicate about social justice issues, including Indigenous Justice, 2S-LGBTQIA+, and other ACLU of Montana priorities with diverse audiences and impacted communities.

Applications without a cover letter will not be considered

Applicants with Disabilities: Reasonable accommodation will be made so that qualified disabled applicants may participate in the application process. Please advise in writing to [jobs\[at\]aclumontana.org](mailto:jobs@aclumontana.org) to request reasonable accommodation at the time of application.

HIRING PROCESS

Application review will start February 1, 2026. Applications after that date are encouraged and will be accepted on a rolling basis until the position is removed from the [ACLU-MT Careers page](#).

Our hiring process is managed by a dedicated hiring committee and HR staff. The steps for finalist selection include a screening call by HR staff, videoconferencing interview with the

hiring committee, a compensated assessment/work sample exercise, a final videoconferencing interview, reference calls for the selected finalist, decision and making a job offer to the finalist candidate. A writing sample and three references (including two former or current supervisors) will also be required of shortlisted candidates. We commit to regular communication with all applicants throughout the process, will apprise candidates of next steps as appropriate, and will promptly communicate any change in timeline.

To learn more about the work of the ACLU-MT, please visit aclumontana.org.