

NOW HIRING!

CORE Communications Manager



The Collaborative for Reproductive Equity ([CORE](#)) is a research initiative at the University of Wisconsin School of Medicine and Public Health. CORE conducts and shares rigorous, policy-relevant research to support reproductive health, equity, and autonomy in Wisconsin and beyond.

We are hiring a CORE Communications Manager to lead and manage communications for CORE research projects and operations. The Communications Manager will share CORE research findings and evidence with CORE's diverse audiences, including policymakers, healthcare providers, advocacy organizations, community-based organizations, journalists, and scholars. They will develop clear, timely, targeted communications, create accessible products, and identify and secure media opportunities. They will also coordinate a variety of tracking systems regarding CORE's communications, including media appearances, evidence-based talking points, and publications.

CORE recognizes the strength that results from a diverse team, and applicants are encouraged to articulate which identities, backgrounds, perspectives, and experiences they will bring to the team.

Don't meet every single requirement? Studies have shown that cisgender women, trans individuals, and people of color are less likely to apply to jobs unless they meet every single qualification. At UW School of Medicine and Public Health, we are dedicated to building a diverse, inclusive, and authentic workplace, so if you're excited about this role but your past experience doesn't align perfectly with every qualification in the job description, we encourage you to apply anyways. You may be just the right candidate for this or other roles.

Below we summarize the primary responsibilities for the role and other expectations.

Research dissemination

- Designs accessible, clear, and visually appealing research and policy products for target audiences. Products may include briefs, infographics, reports, and fact sheets.
- Prepares, designs, and edits CORE-related materials for research funders, philanthropic donors, and other audiences.
- Collaborates with investigators, staff, trainees, and partners throughout the writing and design process.
- Collaborates with other research centers and state and national organizations on content and communications strategy.
- Designs and manages content for the CORE website.
- Manages CORE's social media presence, including creating content, maintaining an opportunity calendar, and soliciting content from CORE associates.
- Develops content for, designs, and disseminates newsletters to CORE's network.
- Develops alternative dissemination mechanisms (for example, podcasts, videos).

Media engagement

- Develops relationships with media outlets and maintains a database of media contacts.
- Facilitates media requests of CORE investigators, staff, and trainees, and prepares them for specific media opportunities by preparing talking points, sharing relevant resources, and facilitating practice interviews as needed.
- Provides general training for CORE investigators, trainees, and staff in media engagement.
- Identifies opportunities for CORE researchers to publish opinion editorials, helps write and edits opinion editorial drafts and pitches to media outlets.
- Leads quick responses to requests for information about CORE studies, policy changes, or current events from media, collaborators, and partners.
- Develops press releases in consultation with university communications.

Strategy and planning

- Develops, implements, and monitors CORE communications strategy, including plans to:
 - Maximize engagement, collaboration, and impact of CORE research and other activities.
 - Increase CORE visibility through targeted press outreach, research dissemination, and digital communications.
- Works with CORE leadership, investigators, and trainees to tailor communications strategies to emerging health and policy developments in Wisconsin.
- Tracks website and social media engagement and assesses audience and reach.

Operations

- Develops and implements procedures to manage multiple, simultaneous projects, priorities, and deadlines.
- Coordinates a variety of tracking systems regarding CORE's communications, including media appearances, evidence-based talking points, and publications.
- Maintains a communications style guide on how to talk about CORE and its work.
- Coordinates with university communications and government relations regarding research dissemination and messaging.
- May oversee work of undergraduate interns.

Preferred minimum education

Bachelor's degree

Compensation range

\$58,000 to \$85,000

Qualifications

Required

- Two years related experience in the communications field.
- Experience communicating about research or producing technical writing.
- Demonstrated ability to digest and summarize complex and technical research for a variety of audiences.
- Experience with social media management, strategy, and content creation.
- Familiarity with graphic design, or an interest and willingness to learn.
- Excellent written and verbal communication skills.
- Experience with Adobe design products, Canva, Microsoft Office, email marketing platforms, and web hosting software.
- Demonstrated ability to manage multiple projects at once.
- Excellent skills in creating and organizing processes.
- Strong attention to detail.
- Familiarity with reproductive health policy landscape in Wisconsin or similar states.
- Commitment to the CORE values of autonomy, dignity, and equity.

Preferred

- Lived or professional experience working with communities which experience health inequities.
- Experience in public health, social sciences, or reproductive health fields.

Remote status

This position may require some work to be performed in-person, onsite, at a designated campus work location. Some work may be performed remotely, at an offsite, non-campus work location. Wisconsin residency (or intent to establish Wisconsin residency) preferred to accommodate this policy.

To apply

For more information and to apply for the position, please go to [this UW-Madison job listing](#).

Or, go directly to jobs.wisc.edu and search for 263923.