



JOB OPPORTUNITY

Coordinator of Communications & Storytelling

About the Role

The Environmental Defense Center (EDC), one of the nation's longest running non-profit environmental law firms, is looking for an experienced communications professional to help advance the organization's mission by developing stories, messaging, and campaigns that connect EDC's programs to the people who need to hear about them—community members, donors, volunteers, journalists, decision makers, and others.

The position reports to EDC's Deputy Director and works with the organization's administrative team, providing support for content creation, digital presence, community outreach, program communications, and storytelling. This position is central to growing EDC's visibility, broadening our base of supporters and donors, and deepening our communication to diverse communities across Ventura, Santa Barbara, and San Luis Obispo counties.

This is a full-time exempt position based in EDC's Santa Barbara office. The position requires flexibility to attend evening and weekend events and community activities. The candidate must live within EDC's service area of Ventura, Santa Barbara, and San Luis Obispo counties.

Responsibilities

- At the direction of the Deputy Director, produce, intelligent, creative, and sophisticated visual and written content, including social posts, newsletters, short videos, digital advertising, website updates, presentations, press pieces, and program factsheets and updates.
- Effectively adapt EDC's complex legal and program work, advocacy campaigns, and community engagement efforts into accessible, compelling stories.
- Help capture and document stories that commemorate EDC's legacy on the central coast, especially around key anniversaries and milestones.
- Craft compelling narratives and appeals that inspire action among diverse audiences.
- Support the implementation and evolution of EDC's brand identity and communications guidelines across all digital and print materials.
- Track and analyze communications performance metrics including social media engagement, newsletter open rates, and website traffic, and work with supervisor to adjust strategies based on data.

- Guide and support volunteer ambassadors, interns, or contractors as needed on designated communications projects.

Experience & Competencies:

- 2+ years of experience in communications, visual and written content creation, or a related field. Nonprofit experience a plus.
- Strong writer and communicator who can translate complex legal and environmental issues into compelling public-facing content for different audiences.
- Proven ability to develop and execute integrated marketing and communication strategies across print, digital, social, email, and earned media channels.
- Demonstrated experience with graphics creation and visual communications across various digital platforms.
- Creative implementor with a high bar for design quality and storytelling.
- Demonstrates cultural competency and a commitment to equity to everything they do.
- Solid understanding of how communications connects to fundraising.
- Proficiency in Microsoft Office, Google Suite, email marketing platforms, social media platforms (Instagram, Facebook, LinkedIn, YouTube), and familiarity with design tools such as Adobe Creative Suite and Canva.
- Ability to manage multiple projects simultaneously and balance a diverse and evolving workload.

Helpful, Not Required

- Candidates from diverse backgrounds who bring unique lived experiences to our team are strongly encouraged to apply.
- Proficiency in written and spoken Spanish.
- Experience with content management systems such as WordPress, Squarespace or Wix.
- Experience working with CRM or database management programs.
- Experience cultivating media relations and press contacts.

Ideal Attributes

- Passion for environmental protection and defense of the natural world.
- Demonstrates commitment to EDC's mission to defend nature and advance environmental justice on California's Coast.
- A strategic communications mindset – audience growth and impact, not just deliverables.
- Initiative and creativity – generating ideas rather than waiting for direction.
- Adaptability, resilience, and willingness to roll your sleeves up as a member of a small team in a fast-paced work environment.

Compensation

The salary range is \$75,000-85,000 based on experience.

www.EnvironmentalDefenseCenter.org

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Benefits

EDC offers a generous benefit package including health, dental, vision, long-term disability, life insurance, and retirement matching contribution for employees, plus contributions toward health insurance coverage for dependents and spouses. Paid vacation and sick leave are provided, plus 10 holidays. In addition, employees are paid during EDC's Winter Break, from December 24 through December 31, when our office is closed. EDC also may close the office on select days during the summer to provide staff with additional paid time off.

To Apply

Please submit a compelling letter of interest, resume, writing and digital design samples, and professional references to:

- Betsy Weber, EDC Deputy Director
bweber@EnvironmentalDefenseCenter.org
- Subject: "Coordinator of Communications"
- Only complete applications that follow all instructions will be reviewed. We kindly request no telephone inquiries regarding this position.

DIVERSITY, EQUITY, INCLUSION & JUSTICE

EDC is proud to be an equal opportunity employer and is committed to cultivating a diverse and inclusive work culture. We believe that a diverse workforce that brings a broad range of lived experiences and backgrounds improves our ability to assist our clients; enhances intellectual engagement; inspires innovation and creativity; and promotes critical thinking and solution-finding. EDC is devoted to hiring a diverse team of qualified people with respect to gender identity (including gender expression), race, sexual orientation, family status, religion, ethnicity, age, physical abilities, and other factors. EDC will also make reasonable accommodations for qualified people with disabilities.