



DUJIE TAHAT CONSULTING

ourteam@dujietahatconsulting.com

ASSOCIATE CONSULTANT

Location: Washington state

Schedule: Full-time

Compensation: \$4,250 per month + profit-sharing bonuses

Level: Associate, or Entry-level

Reports to: Managing Director

ABOUT DTC

DTC is a political consultancy based in Washington state, specializing in strategic communications and narrative messaging. Our success lies in a combination of insightful political strategy, smart narrative positioning, and superior execution. We do more than secure contracts. We contribute more than just sitting in meetings and saying smart stuff. We make things that work in the real world. We solve complex problems, produce high-quality deliverables, and lead rigorous project planning that works for whole teams. At our firm, we bring together lived experience with a broad range of professional expertise across industries and issue areas. From Yakima to Seattle, Spokane to Vancouver, we've organized in communities all over Washington and shaped the progressive narrative that frames the biggest challenges we face today.

ABOUT THE ROLE

DTC is looking for an Associate Consultant to join our team. You'll work closely with the Principal Consultant and Managing Director to develop high-quality work products that deliver game-changing political strategy and communications outcomes for our clients. You'll help manage projects and engage with clients that make an impact on a range of issue areas. Leveraging communications and project management skills, you'll work with our clients on electoral, legislative, and organizational campaigns that materially improve the conditions of working people and families across our state and region. Most importantly, you'll have ample opportunity for professional development through on-the-job learning, coaching, training, and mentoring. You'll be a part of a people-focused firm deeply invested in a culture of constant feedback and learning so you feel supported and encouraged to grow every day.

Key responsibilities include:

- Learning and executing high-quality project management
- Drafting a range of written and visual communications assets
- Managing and shaping multiple clients' social media accounts
- Helping establish the culture of an emerging political consultancy



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Compensation:

- \$4,000-4,500 per month
- Profit-sharing bonuses every six months
- 11 federal holidays
- Unlimited PTO
- \$1,500 device stipend
- Phone bill covered

ABOUT YOU

We care about working with good people. We want to hire someone smart, kind, driven, and thoughtful. Politics is easy. Communications can be difficult. We can teach you both.

Communications and Politics:

- Keen desire to improve the conditions of the communities that shaped you and a working theory of change on how to make it happen
- Knowledge of and fluency in a range of social media platforms, advocacy and organizing tools, and emerging digital communications trends and algorithm changes
- Skills to create, develop, and implement visually compelling assets that perform well
- Understanding of political outreach and/or organizing techniques to engage, persuade and activate volunteers, voters, and donors
- Knowledge and skills to advise and consult with managers to ensure delivery of the desired message to target audiences
- Exceptional writing and verbal communications skills
- Sharp political analysis paired with actionable insights
- Previous experience in journalism, electoral campaigns, and/or legislative staff at the city, county or state level strongly considered
- Listen carefully and seek to understand by asking clarifying questions

Project Management:

- Support multiple project, communications, and outreach plans simultaneously
- Demonstrate solid project planning hygiene and ability to evaluate the effectiveness of each plan
- Curious with an exacting attention to detail
- Have good judgment in taking appropriate action and making logical decisions
- Think strategically about how work products and tasks fit into the bigger picture
- Self-aware of what you don't know and aren't afraid to ask for help
- Collaborate with other team members but can also work well independently
- Have a bias for action, and do well in a fast-paced environment



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- Can manage a degree of ambiguity while driving work products forward
- Take pride and ownership of your work and enjoy seeing things through to completion
- Identify required tasks and are resourceful in finding ways to complete them

ABOUT APPLYING

Please send your resume and cover letter to ourteam@dujietahatconsulting.com with the subject line “Associate Consultant” by March 18, 2022. Your cover letter should describe what role(s) you can play in a new kind of political consultancy specializing in strategic communications and how your experience informs that. Due to the pace of our work, candidates are encouraged to apply as soon as possible for priority consideration.

Please visit dujietahatconsulting.com to learn more about the firm.