

## ASSOCIATE/SENIOR ASSOCIATE

Risa Heller Communications is a leading communications and public affairs consultancy based in New York City. We are looking for an exceptional and driven communications professional to join Our Real Estate & Land Use Practice, which leads strategic communications for many of the highest profile real estate, park and economic development projects in New York City and around the region.

### Primary Responsibilities

- Research, draft and edit client-facing materials, including communications plans, press releases, fact-sheets, award submissions, Op-Eds and memos.
- Constantly monitor media coverage; developing coverage reports for clients in a timely fashion
- Generate creative ideas to help clients break through the noise and secure earned media coverage in print, broadcast, and online publications
- Staff in person events as needed

### Core Competencies/Qualifications

- Excellent verbal and written communications skills, with a proven ability to produce well-written and compelling documents on tight deadlines
- Highly organized, detail-oriented and independent individual who can quickly analyze issues, execute several projects simultaneously, and think creatively and problem-solve to advance client priorities
- Ability to work well with others in a fast-paced, deadline-driven environment and to build strong relationships with coworkers and members of the media
- Sense of humor, lots of energy, a strong interest in current events, and an understanding of NYC and national media
- Bachelor's degree required
- 1-2 years relevant experience in public relations/strategic communications is preferred

Please email a cover letter and resume to [jobs@risaheller.com](mailto:jobs@risaheller.com).