Press/Digital Assistant, Rep. Abigail Spanberger (Democrat)
House Vacancy Announcement and Placement Service (HVAPS)
Washington - DC (United States)
Job

MEM-322-20 The Office of Congresswoman Abigail Spanberger (VA-07) seeks a Press/Digital Assistant.

The ideal candidate is an excellent writer, works well in a team, has a keen attention to detail, and can meet tight deadlines under pressure. This position is responsible for drafting social media copy, creating graphics, editing photos and videos, drafting emails and newsletters, assisting with media monitoring, and overseeing clips collection and distribution.

This position may require work outside standard office hours. Rep. Spanberger's office is an equal opportunity employer. The office does not discriminate on the basis of race, color, religion, gender, sexual orientation, gender identity, national origin, age, genetic information, disability, or uniformed service.

Interested applicants should email a cover letter and resume to spanbergerpressva07@gmail.com. We also recommend applicants submit 1-2 sample writing samples or sample graphics/videos.