

Creative Services Specialist

Lucas Public Affairs is a top California-based public affairs firm that specializes in developing strategic communications to meet clients' business and policy objectives and managing high-level reputation, issues management and crisis communications campaigns. The firm seeks qualified applicants for a full-time Creative Services Specialist to develop dynamic graphic design and digital content. Applicants must possess a bachelor's degree and have 3-5 years prior work experience in government, communications, public affairs or related fields. The ideal candidate is collaborative and creative – able to think strategically and apply out-of-the-box thinking to develop engaging content for our clients and our firm.

Responsibilities:

- Design content for dynamic statewide public affairs programs
- Conceptualize creative ideas with clients and agency team
- Establish design guidelines, standards and best practices
- Develop visual and creative content, including strategic plans, presentations, fact sheets, newsletters, websites, social media, public reports and other platforms and collateral
- Assist with website design, development and management
- Oversee firm's website and social media accounts with support from agency staff
- Work closely with account lead to coordinate projects and production schedules
- Manage outside graphic design vendors
- Train staff and help build internal creative capacity

Qualifications:

- Interest and experience working in government, politics and communications (past agency, campaign or advertising experience a plus)
- Strong verbal and written communications skills
- Experience with InDesign, Photoshop, Illustrator and/or other design programs
- Experience with Microsoft Office programs and social media platforms
- Proficiency in HTML and CSS, JQuery, and/or JavaScript a plus
- Video and audio editing capabilities desired
- Ability to manage multiple projects efficiently and accurately in a fast-paced and collaborative office environment
- Ability to work full-time during weekday business hours

Core Values | Philosophy:

Our core value as a strategic partner is defined not by what we do, but by what we help our clients achieve. Our guiding strategic principle: The pathway to positive change is paved with communications that capitalize on seeing what is possible – and what may unfold – down the line.

Diversity Commitment & Vision:

LPA is an equal opportunity employer. LPA recruits, employs, trains, compensates and promotes regardless of race, religion, color, national origin, sex, disability, age, veteran status and other protected status as required by applicable law. At LPA, we have a strategic vision: to be a diverse and inclusive community of passionate, talented people dedicated to delivering creative solutions for our clients. We believe deeply in diversity of race, gender, sexual orientation, religion, ethnicity, national origin, political affiliation and all the other enriching characteristics that make us different and inform our point of view.

To apply, please email a cover letter, resume and work portfolio to LPA@LucasPublicAffairs.com.

Please visit our website to learn more about Lucas Public Affairs at www.lucaspublicaffairs.com.