



BORDERLANDS
RESTORATION
NETWORK

Job Description: Communications Associate

Department: Communications

Reports to: Development and Communications Manager

Job Family: Development and Communications

Job Classification: Full-time, 36 hours per week, hybrid.

Job Level: 5

Rate Range: \$26 - \$28/hour

Job Summary: Borderlands Restoration Network (BRN) seeks a creative, collaborative, and detail-oriented Communications Associate to support the organization's communications efforts within the Development department. The Communications Associate will create engaging written and visual content that advances BRN's mission, raises awareness of our work, and builds trust and engagement with donors, funders, partners, media, and the general public.

Working closely with the Communications Specialist and Development and Communications Manager, the Communications Associate will serve as a writer, editor, and content creator across BRN's print and digital communications. This position will have exposure to a broad range of development and communications activities and will work collaboratively with program staff and organizational leadership to translate complex conservation, restoration, and education work into accessible and compelling content.

The ideal candidate is a passionate storyteller committed to BRN's mission and values and can effectively communicate the organization's strategic vision and work across diverse audiences.

Supervises: No supervisory responsibilities

Geographic Location: The Communications Associate is based in Patagonia, AZ. This is a hybrid position, so you must be located close enough to be physically in Patagonia at least 2 days a week.

Pay & Benefits: \$26-\$28/hr, based on experience. Employee benefits include employer-paid health insurance for the employee, disability and life insurance, PTO and paid holidays, a monthly cell phone stipend, and an employee contribution retirement account with company match.

Key Responsibilities

Communications, Marketing, and Social Media

- Support the development and implementation of BRN's communications plan across digital, social media, web, print, and other channels.

- Develop and maintain an annual editorial and communications calendar to coordinate events, news, program updates, campaigns, and other content.
- Collaborate with Development, program teams, and executive leadership to identify compelling stories and communications opportunities.
- Draft, edit, and proofread engaging content for digital and printed newsletters, blogs, email blasts, articles, annual and program reports, brochures, social media, website, and other communications.
- Develop and manage social media content and campaigns across relevant platforms, using analytics and research to strengthen engagement and reach.
- Assist with website content creation, editing, and publishing.
- Create and edit branded presentations and communications materials for community events, speaking engagements, and other organizational needs.
- Maintain BRN's brand identity, voice, and style across communications.
- Coordinate photography and video for programs and events, including managing releases and organizing digital media files.

Media Relations

- Build and maintain relationships with local, state, and national journalists, especially those covering environmental, conservation, borderlands, and environmental justice issues.
- Draft press releases, media pitches, and other materials, and assist with media outreach.
- Identify earned media opportunities and track coverage of BRN and its work.

Development and Organizational Support

- Support communications, development, and event-related projects as needed.
- Participate in departmental, staff, and required organizational meetings and programs.
- Pursue professional development and stay current with communications, marketing, journalism, and nonprofit trends and best practices.

Required Skills and Abilities

- Excellent writing, editing, proofreading, and copywriting skills, with the ability to make complex topics clear, engaging, and accessible to diverse audiences.
- Demonstrated initiative, flexibility, creativity, and problem-solving abilities.
- Ability to manage multiple projects simultaneously while maintaining attention to detail and meeting deadlines.
- Self-motivated, quick to learn, and independent, but also works well as part of a team.
- Strong understanding of organizational identity, voice, and tone, with the ability to apply and uphold BRN's brand style guide.
- Experience developing and implementing communications strategies across social media, earned media, digital media, and other communications channels.
- Deep understanding of the biocultural reality of the U.S.-Mexico border region.

Education and Experience

- Bachelor's degree in communications, journalism, marketing, or a related field, or equivalent professional experience.
- Minimum of four years of experience in communications, fundraising, journalism, marketing, content writing, copywriting, or a related field.
- Expertise in creating content for digital communications, websites, and print materials.
- Expertise in managing social media platforms and creating content for Facebook, Instagram, LinkedIn, and YouTube.
- Proficiency with Microsoft Office, Google Workspace.
- Proficiency with programs such as Constant Contact bulk email marketing, Canva, Adobe Suite, and/or Wix Website Builder is a plus.
- Experience working with journalists and members of the media is a plus.
- Bilingual or multilingual capabilities are a plus.

Physical Requirements: This is primarily an office-based position with regular field visits to restoration sites, workshops, and special events. The physical demands described below are representative of those required to perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Regularly use a computer and phone, or smart device, for extended periods.
- Hike and travel through uneven terrain and potentially harsh weather conditions for stories from the field.
- Frequently sit, read, and move throughout the work environment.
- Occasionally lift and/or move up to 50 pounds.
- Work in an environment with generally moderate noise levels.

To apply: Please submit a resume and CV, as well as a relevant writing portfolio with at least 3 samples to wenzel@borderlandsrestoration.org through **October 31**. The subject of your email should be "Communications Associate - [Your Name]."

Borderlands Restoration Network is an equal opportunity employer that works in the culturally diverse, multinational borderlands. We invite and support strong voices from diverse groups of people to join us as board members, staff members, and volunteers. As an organization, we will consider all applicants without regard to race, ethnicity, economic circumstances, religion, sex, gender identity or expression, sexual orientation, national origin, disability, age, or veteran status.

Last updated: October 2, 2026