

Job Title: Communications Associate**Location:** Columbus, OH**Position Type:** Full-Time**About Strategic Public Partners (SPP)**

At Strategic Public Partners, we don't just manage the news cycle—we shape the conversations that define the future. Based in Columbus, Ohio, SPP is a premier communications, public affairs and government affairs firm with 25+ years of history.

SPP specializes in high-stakes industries, including technology, energy, data center development, and major corporate community investments. From executing high-profile national digital initiatives to managing complex local public affairs campaigns, we help our clients navigate intricate political, regulatory, and media landscapes.

Position Overview

We are looking for a driven, detail-oriented, and communications-forward Associate to join our growing team.

As an Associate, you won't just be sitting on the sidelines. You will actively support the day-to-day execution of comprehensive communications campaigns for high-profile clients. You will assist with media relations, content creation, event logistics, and monitoring public policy and media trends. The ideal candidate is a curious self-starter, an exceptional writer and conversationalist, and someone who thrives in a collaborative environment.

This role will cover multiple clients.

Key Responsibilities

- **Content Creation:** Draft high-quality foundational materials, including press releases, media advisories, pitch letters, social media captions (for LinkedIn, Instagram, and more), and briefing documents.
- **Media Monitoring & Reporting:** Track media coverage, local council decisions, and industry trends across tech, energy, and corporate sectors. Compile detailed coverage reports and analytics for client review.
- **Media Relations Support:** Build and maintain targeted media lists. Assist with pitching local, regional, and trade journalists to secure impactful earned media.
- **Event & Campaign Logistics:** Provide hands-on coordination and on-site support for client events, community volunteer days, and public forums.
- **Account Coordination:** Maintain account calendars, manage project timelines, and ensure the team is fully prepared for internal and client-facing meetings.

Qualifications

- **Experience:** Preferred 3–5 years of experience in public relations, communications, journalism, or public affairs. Prior internship experience at a PR agency, corporate communications department, or political campaign is highly valued.
- **Exceptional Writing:** Strong, versatile writing and editing skills with the ability to adapt tone for different platforms and audiences (from formal press releases to engaging social media copy).
- **Research Skills:** Ability to quickly digest complex topics and distill them into clear, accurate summaries.
- **Strategic Instincts & Advisory Potential:** Proactively bring fresh ideas, creative angles, and solutions to the table. Confidence sharing perspective during internal brainstorms and possess the professional poise to advise clients.
- **Organizational Prowess:** Sharp attention to detail with the ability to manage multiple tasks, meet tight deadlines, and stay organized in a fast-paced environment.
- **Tech & Digital Savvy:** Proficiency with standard office software, social media platforms, and AI. Familiarity with PR tools like Cision, Muck Rack, or Canva is a plus, but not required.

- **Education:** Bachelor's degree in Communications, Public Relations, Journalism, Marketing, Political Science, or a related field is preferred.

What We Offer

- Competitive entry-level salary and performance-based growth.
- Comprehensive health, dental, and vision benefits.
- 401(k) match and profit-sharing opportunities.
- Generous Paid Time Off (PTO) and paid holidays.
- A collaborative, hybrid work environment in Columbus with a strong culture of promoting from within.