



# Director of Communications

DiCello Levitt LLP

Remote (Chicago or Cleveland Preferred; Nationwide)

Join a firm that is shaping front-page headlines pursuing justice every day, whether litigating some of the most significant civil and human rights cases of our time or ensuring that companies take responsibility for their actions and remediate the harm they have caused to investors, consumers, public clients, businesses, and individuals.

DiCello Levitt, recognized as ***Plaintiffs Law Firm of the Year by ALM***, is seeking a **Director of Communications** to lead the firm's strategic approach and execution of external media and public relations. Reporting to the firm's senior leadership, this is an exciting opportunity for a proactive individual with expertise in strategic communication planning and working on key media issues and breaking news. The Director of Communications will work to align public relations efforts with broader marketing initiatives to support the firm's strategic plan.

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## Firm Description

DiCello Levitt is a leading national plaintiffs' law firm representing clients in class action, business-to-business, public client, whistleblower, personal injury, civil rights, and mass tort litigation. The Firm has delivered \$20B+ in awards and settlements to our clients and is recognized for excellence in litigation by *Chambers USA*, *Law360*, *Benchmark Litigation*, *Lawdragon*, and *The National Law Journal*.



## Director of Communications (Continued)

### Knowledge, Skills, and Abilities

- Highly collaborative and skilled manager comfortable working with teams to develop and produce effective campaigns and take direction from senior leadership.
- Strong relationships with media outlets in the legal industry and a deep understanding of the PR function at law firms.
- In tandem with senior leadership, works to develop public relations activities that align with broader, strategic firm goals.
- Coordinates public relations activities, including press releases, interviews, media campaigns, and thought leadership opportunities to raise the firm's profile.
- Drafts and edits press releases, media briefing docs., talking points, Q&As, and other external communication materials.
- Secures media coverage of successful client engagements (as appropriate), firm accolades/awards, and other firm news.
- Identifies and manages select targeted awards submissions.
- Monitors, analyzes, and reports on PR campaigns and their impact.
- Develops media training programs and coaching for individual lawyers or teams to enhance their ability to participate effectively in media interviews.
- Demonstrated knowledge and skills on Muckrack, Cision, and project management tools such as Asana (or similar tools).
- Candidates must be intellectually curious, have strong writing and communication skills, work well under tight deadlines, be familiar with current AP style guidelines, and be able to conform deliverables to the firm style guide.
- Preferred candidates will have excellent writing and copyediting skills, including specialized experience in business or legal news writing.
- Ability to travel to the firm's offices or other events when needed.



## Director of Communications (Continued)

### Education

BA in English, Journalism, Public Relations, Communications, Marketing, or related field.

### Experience

Minimum eight (8) years of experience in marketing, communications, or media, public, or client relations. Law firm or professional services experience preferred.

### To Apply

Interested candidates should submit a cover letter and resume to **[careers@dicellolevitt.com](mailto:careers@dicellolevitt.com)** with the subject line "Director of Communications: [First Name] [Last Name]."

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At DiCello Levitt, we're dedicated to achieving justice for our clients through class action, mass tort, securities, antitrust, business-to-business, public client, civil rights, whistleblower, and personal injury litigation. A complex issues and trial firm, DiCello Levitt's lawyers are highly respected for their ability to litigate and win cases—whether by trial, settlement, or otherwise—for people who have suffered harm, global corporations that have sustained significant economic losses, and public clients seeking to protect their citizens' rights and interests. Every day, we put our reputations—and our capital—on the line for our clients.

DiCello Levitt LLP is committed to ensuring equal employment opportunity and non-discrimination. The Firm prohibits unlawful discrimination in any term or condition of employment against any employee or applicant for employment because of the individual's race, color, creed, religion, sex, age, marital status, national origin, ancestry, citizenship, sexual orientation, gender identity or expression, genetic information, disability, membership or service in the armed forces, or any other characteristic protected by law.

For more information, visit our website: **[www.dicellolevitt.com](http://www.dicellolevitt.com)**.