



Head of Communications

Israel Policy Forum

New York, NY, or Washington, D.C.

Salary: \$210K - \$230K

The Organization

Israel Policy Forum (IPF) is a nonpartisan U.S. organization that advances policy ideas and educates community leaders to support effective U.S. engagement on the Israeli-Palestinian conflict. We work to strengthen U.S. policy and cultivate an informed community of leaders committed to a viable resolution of the Israeli-Palestinian conflict that ensures Israel's security as a Jewish and democratic state, provides for Palestinian national aspirations, bolsters U.S.-Israel relations, and enhances regional security, stability, and cooperation.

Israel Policy Forum is uniquely positioned in both the policy and Jewish communities, producing rigorous policy analysis trusted by U.S. decision-makers across the political spectrum, and convening programs that equip rising community and policy leaders to elevate the quality of discourse on U.S. policy toward Israel and the Israeli-Palestinian conflict.

The Position

Reporting directly to the Chief Executive Officer and serving on the leadership team, the Head of Communications will define and drive a high-impact, integrated communications strategy that elevates Israel Policy Forum's national profile and influence. As the organization's senior-most communications professional, the Head of Communications will design and lead a cohesive, multi-channel marketing and communications strategy to amplify IPF's reputation among priority stakeholders, architect and execute media and messaging strategies, cultivate and manage top-tier media relationships, and oversee editorial direction to ensure clarity, consistency, and resonance across all channels. This leader will build, mentor, and scale a high-performing communications and marketing team; partner with external vendors and strategic collaborators; and implement streamlined processes and workflows that enable speed, rigor, and alignment.

Leading a team of four with resources to hire an additional team member and partner with strategic consultants, the Head of Communications will work collaboratively across policy, leadership, and external-facing teams to align cross-functional efforts, translating policy ideas into compelling narratives and amplifying them with precision across platforms. This role will also drive proactive and rapid-response communications, develop and deploy effective spokesperson strategies, produce sophisticated donor-facing collateral, and partner closely with IPF leadership and subject matter experts to craft and refine organizational messaging. The Head of Communications will serve as the steward of brand excellence, ensuring consistency and quality, while establishing clear metrics to track performance, generate insight, and continuously refine strategy to expand reach and impact.

The Ideal Candidate

A seasoned, strategic communications leader who combines vision with strong execution, translating complex policy ideas into clear, compelling narratives that elevate organizational influence. A forward-thinking strategist and trusted advisor to senior leadership, they bring sound judgment, operate effectively in fast-moving and ambiguous environments, and collaborate across teams, navigating diverse perspectives to align stakeholders around a shared communications strategy. They are an exceptional communicator, skilled at tailoring messages to varied audiences while maintaining consistency and credibility, and a disciplined operator who builds and leads high-performing teams and delivers measurable impact. They bring a collegial, low-ego approach and an ability to partner, foster trust and cohesion across the organization. The ideal candidate brings a deep understanding of the policy ecosystem including U.S. foreign policy, the Middle East, and Israel policy and applies that expertise to shape messaging that is nuanced, credible, and influential.

ROLE OVERVIEW

Strategic Communications, Vision & Planning

- Lead Strategic Communications: Build and execute a top-tier, integrated communications strategy that positions IPF among the leading policy organizations in the country, leveraging a cohesive, multi-channel approach to enhance its reputation among key stakeholders.
- Define Messaging & Positioning: Clarify organizational voices across audiences and issues in collaboration with leadership, policy experts, and other external-facing team members.
- Proactive & Responsive Strategy: Generate long-term strategy that aligns communications efforts with institutional goals and policy objectives while implementing well defined rapid response strategy.
- Serve as Strategic Partner: Provide direction, focus, and discipline to senior leadership, acting as a collaborative thought partner in shaping organizational priorities and external positioning.
- Drive Organizational Alignment: Ensure consistency and coordination across all communications channels and function, working cross-functionally to integrate perspectives and maintain cohesion.



Media, Visibility & Reach

- Drive Media and Content Reach: Increase visibility and impact of content across platforms including TV, op-ed placement, podcasts, newsletters, Koplow column readership, policy papers, and social media, as part of a deliberate, multi-channel strategy to expand reach and influence.
- Elevate Leadership Profiles: Build visibility and positioning for key spokespeople with individualized strategies for CEO, policy experts, and all external-facing team members.
- Cultivate Media Relationships: Expand, build, and maintain strong relationships with major news outlets, journalists, and other strategic partners.
- Shape Public Narrative: Position the organization as a go-to voice on all key issues related to policy that effects Israel and, especially, in moments of heightened attention, in close coordination with internal stakeholders and subject matter experts.

Audience, Messaging & Brand

- Implement Audience Strategy: Align messaging to distinct stakeholder groups; implement segmented audience strategy (policy, Hill, Jewish community, philanthropy, broader audiences), ensuring a coordinated, cross-channel and multi-platform approach.
- Translate Policy to Narrative: Make complex content accessible, compelling, and audience-ready, partnering closely with policy experts and colleagues across teams to ensure accuracy and resonance.
- Brand Quality: Ensure continuation of high-level quality production of everything IPF puts out.
- Ensure Brand Consistency: Maintain coherence of voice, tone, and identity across channels, reinforcing a unified presence across all platforms and teams.

Team Leadership & Execution

- Lead Team and Partner Management: Build structure, accountability, and coordination across internal staff and external partners, fostering a collaborative, collegial, and team-oriented environment.
- Leverage Comms Team: Ensure all team members' skills are maximized in pursuit of shared goals, encouraging partnership, open dialogue, and shared ownership of outcomes.
- Develop Talent: Coach and mentor team members to strengthen performance and growth, promoting a supportive and inclusive team culture.
- Establish Workflows: Implement clear processes to support high-quality, efficient execution, in alignment with cross-functional partners.
- Manage Priorities: Oversee multiple workstreams, balancing rapid response needs with long-term initiatives.
- Drive Accountability: Set expectations, track progress, and ensure consistent delivery of results, while maintaining strong relationships and alignment across teams.

Year Founded	Newsletter Reach	No. of Staff
1993	20,000+ email subscribers	27.5 FTE

THE IDEAL CANDIDATE

The ideal candidate for the Head of Communications position possesses the following competencies:

Strategic Mindset Seeing ahead to future possibilities and translating them into breakthrough strategies.	Communicates Effectively Developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences.	Drives Vision & Purpose Painting a compelling picture of the vision and strategy that motivates others to action.
Plans & Aligns Planning and prioritizing work to meet commitments aligned with organizational goals.	Manages Ambiguity Operating effectively, even when things are not certain, or the way forward is not clear.	Instills Trust Gaining the confidence and trust of others through honesty, integrity, and authenticity.

Additional Qualifications

- Deep commitment to Israel Policy Forum's mission, with strong familiarity with Israeli politics, Middle East policy, U.S.-Israel relations, and the American Jewish communal landscape.
- 10+ years of progressively senior experience in strategic communications, media relations, or public affairs, ideally within policy, nonprofit, advocacy, or political environments.
- Proven senior leadership experience, with a track record of elevating organizational profile through media engagement, thought leadership, and narrative strategy.
- Strong relationships with top-tier journalists and influencers, with demonstrated success securing high-impact earned media across diverse channels.
- Exceptional strategic judgment and messaging acumen, with the ability to translate complex policy issues into clear, compelling narratives for varied audiences.
- An exceptional writer and spokesperson who can personally craft and deliver high-level communications—from op-eds and speeches to rapid-response messaging—matching the rigor and credibility required for top-tier policy, media, and leadership audiences.
- Experience building, leading, and scaling high-performing communications teams in fast-paced, evolving environments.
- Ability to operate at both strategic and tactical levels, managing rapid-response communications alongside long-term, cross-functional initiatives.
- Strong collaboration and influence skills, with the ability to partner effectively with senior leaders, policy experts, and external stakeholders.
- Demonstrated operational and executional excellence, including managing workflows, vendors, and cross-functional alignment.
- Excellent written and verbal communication skills, strong attention to detail, and a highly organized, solutions-oriented approach to complex work.

WHO WE ARE

Work Environment

Israel Policy Forum is based in New York, NY and has an office in Washington, DC. New York and Washington, DC staff work in person one to three days per week.

Our Commitment to Diversity, Equity, & Inclusion

Israel Policy Forum is an equal opportunity employer. We consider applications for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Frequently cited statistics show that women and underrepresented groups apply to jobs only if they meet 100% of the qualifications. Israel Policy Forum encourages you to break that statistic and to apply.

COMPENSATION AND BENEFITS

Salary

\$210,000 - \$230,000

Benefits

Israel Policy Forum offers a comprehensive benefits package, including paid time off (vacation, sick leave, Jewish and secular holidays), medical, dental, vision, matching 401K, HRA, FSA, commuter benefits, 12 weeks of fully paid parental leave, and an annual professional development stipend.

TIMELINE AND NEXT STEPS

If you are interested in this position, please click [here](#). A cover letter is required with your submission. All applicants will receive an email confirming receipt of their application.

We encourage candidates of all backgrounds to apply even if you do not meet all of the qualifications outlined above. If you are selected to move forward for an initial screening call, we expect you to hear from us by the end of June 2026.

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[Submit an application](#)