



Call for a Communications Consultant

(only for EMA graduates)

General Information:

Location: Remote

Duration: 3 months

Commitment: Part-time April to June (schedule tbd with EMAlumni team)

Salary: EUR 1500,00 (VAT included) for 13 working days*

The EMAlumni Association is a wide network of human rights professionals, based all around the world, fighting for the protection and promotion of democracy and human rights. Our NGO is implementing various activities, which we intend to systematically showcase through our communication channels.

The position:

We are currently looking for a Communications Consultant to support the upcoming activities of the Association, mainly to:

- Promote and get engagement for the General Assembly (April-May)
- Design a coherent communication plan (update of the website, newsletter and social media campaigns)
- Increase supportive members (April- May)

More details:

The EMAlumni Association is looking for someone from its community who is passionate about communicating and can guarantee professional standards and commitment. We offer a professional and friendly setting for the Communications Consultant to explore, experiment and get creative. The first aim of the consultant for the hired period is to communicate on the General Assembly and ensure awareness about it, information, and participation. The second aim of the consultant is to help update the website and design a coherent social media communication. Aligned to these two aims is the objective of increasing supportive membership.

*a working day is understood as 8 hours

We expect someone who is autonomous, motivated to do the work and delivers it with high quality, while respecting timeframes.

The working modalities are flexible and will be decided upon selection of the consultant.

Qualifications and Requirements:

- Be a graduate of the Global Campus of Human Rights – Europe (previously European Masters of Human Rights and Democratisation)
- Excellent social media use,
- Good proofreading and proficiency in English
- Excellent Communications skills (including social media, newsletters, blogs)
- Designing skills (for posters, leaflets, social media posts, etc.)
- Proficiency in computer packages, including MS Office, Google Drive etc.
- Excellent use of Communications/Social Media tools (LinkedIn, Twitter, Facebook)
- Experience working on a Content Management System (CMS) or working with a Wordpress website (desirable)
- Experience with membership-based organisations (desirable)

Apply!

Do you have some ideas about how to use communications to bring about engagement within the EMAlumni community? Then apply by sending an email with your CV (max 2 pages) and motivation letter presenting your ideas on how you would promote the GA, engage people to become supportive member, to vote and candidate to become a board member (max 1 page) with the email subject Application: 2024 Communications Consultant to info@emalumni.org and the Secretary General melina@emalumni.org.

Deadline for applications: 27 march 2024

Estimated start date: 8 April 2024

Following the Board's evaluation, applicants will be informed about the decision by email.

Equity, Diversity and Inclusion

The EMAlumni Association seeks to sustain and strengthen diversity and to ensure equal opportunities as well as an inclusive working environment for its entire workforce. Applications are encouraged from all qualified candidates without distinction on grounds of race, ethnicity, sex, national origin, age, religion, disability, sexual orientation and gender identity.

If you have further questions, you may contact us on info@emalumni.org.