



December 2021

### **ACRATH Communications leader**

You will be a part of a small, collaborative staff team committed to ACRATH's vision of a world free of human trafficking. The role is varied and dynamic, it is based on building relationships with staff teams, the National Committee and regional coordinators and external partners. You will work both independently and collaboratively. A knowledge of political and local advocacy campaigns will be an advantage. The role is covered by the SCHCADS Award.

ACRATH has a flexible and supportive working environment, including a hybrid model of working in the office and remotely. The position is for 0.8 EFT; time and hours can be flexible. The position is initially funded for 12 months.

#### **Duties and Responsibilities:**

You will be expected to carry out the duties which include:

- Co-ordinating the ACRATH Communications team to plan, implement and evaluate all communications strategies across ACRATH
- Managing ACRATH media engagements and media releases
- Supporting and participating in ACRATH's awareness-raising team
- Collaborating with state based regional ACRATH teams and supporting their communication needs
- Providing communications support as required, to the EO, National Committee and staff groups
- Writing a variety of content to support communications and marketing efforts, including newsletters, website copy, campaign letters and brochures
- Guiding and supporting ACRATH teams' use of communications platforms, and design apps and leading the introduction of new media formats
- Managing midyear national fundraising efforts
- Other duties as negotiated.

#### **About you:**

- Tertiary qualification in communications or journalism or experience in the field
- High level interpersonal communication skills
- High level writing, editing and proofreading skills with the ability to adapt tone and voice to target audiences
- High level attention to detail and proven experience working within regular publication deadlines
- Thorough understanding of social media platforms and how to write for differing audiences to increase engagement
- Strong organisational skills and the ability to manage competing priorities in a fast-paced environment
- Demonstrated ability to operate effectively across multi-disciplinary teams
- Professionalism, including the capacity to work in a confidential environment

For more details call ACRATH Executive Officer Christine Carolan on [eo@acrath.org.au](mailto:eo@acrath.org.au). ACRATH is keen to fill this position in Feb 2022.