



COMMUNICATIONS OFFICER

The Facing Facts Network is looking for a talented and driven communications officer to develop and implement our communications strategy for the next four years. Full time position.

Purpose

To lead the development and implementation of the Facing Facts Network's communication's strategy

The Facing Facts Network is a multi-disciplinary, cross community partnership that is at the heart of efforts to improve responses to hate crime and hate speech in Europe. We are thrilled to have recently received funding to significantly expand our work and membership. We are now looking for a talented and driven communications officer to develop and implement our communications strategy for the next four years. Our members are at the centre of what we do and we have ambitious plans to support them to learn, share, connect and influence key partners across the EU on an increasingly urgent and high profile agenda. As a key and valued member of our team, you will lead the development of our communications strategy, and put in place the infrastructure across the team and the Network to make it happen.

About Facing Facts

Led by the Brussels-based NGO CEJI - A Jewish Contribution to an Inclusive Europe, since 2011 we have worked to make visible the nature and impact of hate and the relationships and national partnerships that must work together to address it. Our members include civil society organisations, national authorities, including the police, judicial authorities, equality bodies, policy makers and international organisations. With the financial support of the European Commission, we are ready to enter a new phase. We aim to grow our collaborative space to put forward innovative solutions and opportunities to prevent and respond to hate crime and hate speech.

Today the Facing Facts Network has 25 members in 15 countries. In the next four years the Network will expand its work in the areas of training, research and advocacy on issues related to hate crime, hate speech discrimination and bias based on a multi-stakeholder approach.

Reporting to the Facing Facts Network director, and in close cooperation with the rest of the team, you will:

- set up and lead a strategy that will ensure effective communication within the Network as well as with the key stakeholders and target audience of the Network
- be responsible for integrating and improving communication across the Facing Facts Network's online spaces which include social media, website, blog and the e-learning platform www.facingfactsonline.eu

Specific tasks include

- Set up and coordinate internal communication systems
- Generate Facing Facts' visibility in traditional and online media to support Network outreach and enlargement
- Manage the social media and website channels of the Facing Facts Network

- Integrate and ensure consistency across the online presence of the Network including the e-learning platform Facing Facts Online
- In close cooperation with the Facing Facts Network team, plan, edit and write content for a variety of communications mediums, such as newsletters, website and blogs
- Develop basic graphic design elements such as infographic and short videos/GIF
- Coordinate the work of graphic designers and video editors on an as needed-basis
- Work with our programme evaluator to ensure that ongoing evidence is integrated into communications planning and implementation

Skill/Requirements

Essential

- Bachelor/Master's degree in Marketing, PR, journalism, communication or a related field
- Min 5 years of experience in a communications role
- Excellent written English. Spanish and German are an asset
- Excellent verbal communication and presentation skills are essential
- Strong editing, proofreading, layout & design
- Previous experience in developing and implementing communications strategies for small, but growing organisations involving diverse platforms, including social media
- Self organised and proactive in taking the initiative to propose and sustain efficient working procedures and relationships
- Resourceful and problem-solving
- Strong knowledge of MS Office tools
- Knowledge of Canva or other basic graphic design systems
- Knowledge of Mail chimp and WordPress

Desirable

- Experience in the field of non-discrimination and human rights
- Experience of conducting communications work for a multidisciplinary organisation
- Experience with Moodle platforms or other online e-learning systems

This is a full-time position at CEJI, the Facing Facts Network Secretariat, based in Brussels. Remote work from other EU countries is possible. Attendance of periodic in person meetings and events in Brussels is required.

Salary: 3200 euros/month gross and eventual benefits

Start Date: 1st October 2022

Application Procedure: Please send your CV and motivation letter to Melissa Sonnino, Facing Facts Director (melissa.sonnino@ceji.org) by 30.08.2022 at 12:30pm

CEJI's mission is to make a Jewish contribution to an inclusive Europe through diversity education, anti-discrimination advocacy, and facilitating Jewish participation www.ceji.org