

Communications Assistant

About Rights for Peace

Rights for Peace is a London based international human rights organisation, supporting groups in fragile states break cycles of injustice that lead to mass violence. Rights for Peace works in collaboration with local organisations, supporting human rights initiatives to prevent mass atrocities by targeting underlying injustices, and human rights violations based on identity.

Role Description

The role of Comms Assistant is a voluntary role that supports the communications around our work on our website, blogs, and social media platforms Twitter, Facebook and LinkedIn. The role can be adapted to suit the candidate's interests and experience.

The role could involve:

- Website updates (our site is on WIX, which is a very user-friendly App and easy to learn)
- Posting new outputs such as reports on the website
- Posting tweets on Twitter, posting updates on Facebook (a lot of our followers are in countries like Sudan and South Sudan, where Facebook is big), and Linked In.
- Designing banners, flyers and small publications, using Apps like Canva
- Liaising with other team members such as the Advocacy Officer or Sudan Legal Adviser to 'interview' them about the work, to draft blogs or update the website.
- Writing blog posts and identifying 'stories' that link RfP's work with ongoing processes
- Editing short video clips to use with social media or on our website
- Identifying photos and images that we can use to accompany publications (e.g. using Flickr, Creative Commons), ensuring proper attribution to follow copyright
- Coming up with other creative ideas to advocate our messages
- Creating a reports and publications template
- Creating a campaigns contact database / CRM

The incumbent would ideally have:

- An interest in digital media communications
- Good digital skills and tech savvy nature (comfortable using new apps such as Wix or Canva)
- Some experience in using social media to advance messages
- An interest in uncovering and telling stories
- Good writing skills
- Good team-player skills, and able to liaise and work collaboratively with other team members and partners.
- Knowledge of international human rights mechanisms, transitional justice and/or conflict prevention / mass atrocity prevention an asset.