

# Marketing & Communications Volunteer

## About MLDI

Media Legal Defence Initiative (MLDI) provides legal defence to independent media, journalists and bloggers around the world who are under threat for their reporting. See [mediadefence.org](http://mediadefence.org) for more information.

## Background to the role

### About the role

MLDI has recently developed a new communication strategy for the organisation and we need a communications volunteer to help us implement it. MLDI is currently growing its marketing and communications activities in order to reach more people and engage supporters. Tasks will include:

- Drafting and scheduling social media posts on Facebook, LinkedIn and Twitter
- Developing communications plans for MLDI's different projects, events and programmes
- Writing case studies, blogs, news pieces and press releases for our website in line with our style and content guidelines
- Analysing and summarising social media and Google analytics data to share with the team
- Media monitoring and reporting
- Supporting the development of our mailing list
- Support the communications team with administrative tasks
- Any graphic design, photography or videography editing skills you might have will also be put to good use.

### About the volunteer

The ideal volunteer will:

- be well organised
- have good time management skills
- have excellent writing skills
- be interested in and have experience of using social media
- have an interest in or experience of working in human rights
- be comfortable using Microsoft Office, particularly Excel and Word.

It would be an advantageous to have:

- any graphic design, video editing or photography skills
- have experience of the legal system (in the UK or abroad)
- have experience of communicating complex, specialised issues to a layperson's audience.

### Time commitments

MLDI is looking for a volunteer who is able to commit to at least 14 hours a week for a period of at least three months. The exact number of hours and how these are spread across the week can be flexible to suit you.

## **Expenses**

MLDI reimburses reasonable expenses incurred through volunteering in line with its volunteer policy. Relevant expenses expected for this role are travel expenses to and from the office and lunch expenses when volunteering in the office.

## **Application**

Please send your CV and a sample of your writing, this could be a blog, report or press release for example.

Please send your application to [Patrick.regan@mediadefence.org](mailto:Patrick.regan@mediadefence.org)

## **What you will get out of volunteering**

As well as supporting a valuable cause, contributing to MLDI's work defending freedom of expression, you will have the opportunity to develop and practise your marketing and communications skills and play a pivotal role within the organisation. You will also have your press releases, social media posts and blogs read by supporters across the world. MLDI will also provide support and guidance to help you to develop your skills and experience in marketing and communications.