



**peers**

VICTORIA RESOURCES SOCIETY

## **Communications Officer**

Peers Victoria is a grassroots agency that has been working with and for Victoria sex workers for over 20 years. Through direct service delivery and partnerships, Peers provides an array of outreach, harm reduction, and wellness support services. We maintain an environment that is welcoming and accessible to current and former sex workers.

Reporting to the Executive Director and working in collaboration with other staff, volunteers and the board of directors, the communications officer is a contract position to optimize organizational communications including public education, fundraising, social media and donor and supporter communication.

### **Specific activities for this position include:**

- Work with members of Peers to develop communication strategies that are in alignment with the organizations values and goals; the individual who holds this position must be open to the perspectives of people associated with organization and skilled in consensus building around key communications messages;
- Assist with the selection and set up of communications software to enable a team of individuals to support timely communications work including social media posts, website updates, newsletters and other regular communications;
- Maintain a list of media contacts and identify opportunities for contact with local, provincial and national media and arrange press releases and other engagements;
- Draft communications content and work with appointed staff and partners to develop content;
- Participate in fundraising campaigns including designing communications content, strategies, and training personnel/volunteers as pertains to communications and fundraising.

### **Skills/Qualities:**

- Training/credentials in communications with 3+ years of experience, preferably with an emphasis on linking communications to fundraising;
- Ability to use word processing, web authoring, social media content management software;
- Excellent writing, editing and layout skills
- Knowledge of sex industry, stigma, and public discourse (preferable) and/or experience writing about stigmatized populations or controversial topics;
- Existing contacts and knowledge of local communications outlets and opportunities;
- Experience translating communications into fundraising campaigns and public education in the non profit of public sector.

\*\*This position is well suited to someone with extensive communications experience and contacts in the community who is open to an opportunity to work with a non-profit organization engaged in innovative, evidence based work with people in sex work or trade.



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**Job details:**

- Up to eight hours per week largely within 1-5 Monday to Thursday. Flexible work schedule is a must in order to meet with stakeholders and to respond to emerging communications opportunities;
- Work can be done on site or remotely with as-needed meetings at Peers during our operating hours.
- Pay rate is negotiable but expected to fall within \$25-\$40/hr depending on experience;
- The position is a month-to-month contract that is dependent on ongoing funding.

Please submit a resume, work sample(s) and short cover letter that summarizes your relevant experience and skills by September 26, 2018 to [peershiring@gmail.com](mailto:peershiring@gmail.com).

Applications from individuals with direct experience in any aspect of the sex industry are especially welcome. We also encourage applications from, but not limited to, indigenous people, people of colour, people with disability(ies), and people representing diverse genders and sexualities.