



Ohio Alliance to End Sexual Violence

Position Description: Communications & Content Specialist

Ohio Alliance to End Sexual Violence (OAESV) is Ohio's members-based statewide coalition. OAESV strongly believes that there is power and strength in our collective voices. OAESV is committed to addressing the root causes of sexual violence. Eliminating sexual violence requires public awareness, outreach, and education in a comprehensive manner that illuminates the complex needs of survivors and shines a light on all forms of sexual violence. To that end, OAESV includes and accounts for diversity, equity, and the intersection of all forms of oppression and marginalization in its prevention and intervention efforts, and OAESV is survivor-focused. A primary function of the coalition is to ensure there is a continuum of timely, inclusive, and effective supports, services, and resources for all individuals who seek access because they have been affected by sexual violence. Thus, elevating and responding to the voices and needs of those impacted by sexual violence is paramount to OAESV's work.

The Ohio Alliance to End Sexual Violence (OAESV) seeks a part-time Communications & Content Specialist to assist in carrying out the organization's communications plan to reach various audiences regarding OAESV programming, technical assistance, and public policy initiatives, as well the work of Ohio's sexual violence service providers.

All applicants must be familiar and agree with OAESV's mission statement and philosophy regarding the elimination of sexual violence, anti-oppression, empowerment, inclusiveness, and social change. Ideal candidates will have a solid understanding of the root causes of sexual violence and the need to use communications strategies to end sexual violence. As is the case with all positions on our team, the selected candidate will be expected to think outside of the box, to be solution-focused, and to find opportunity amid challenges. The ideal candidate will have vision, a positive attitude, high professional standards, and passion for the mission of OAESV. In addition, candidates should be politically savvy, outcome-oriented, and interested in being part of a progressive, mission-driven team. They should have a mind for strategic planning and work with intention and accountability.

OAESV MISSION: As Ohio's statewide coalition, OAESV uses an anti-oppression lens to advocate for comprehensive responses and rape crisis services for survivors and to empower communities to prevent sexual violence.

OAESV OBJECTIVES:

- End isolation of survivors and agencies working on their behalf
- Improve services and responses to survivors and all those impacted by sexual violence
- Increase public awareness about sexual violence
- Inform and shape public policy
- End sexual violence

POSITION OBJECTIVE: The Communications and Content Specialist assists in carrying out the organization's communications plan, reaching various audiences regarding OAESV programming, technical assistance, and public policy initiatives, as well the work of Ohio's sexual violence service providers.

SALARY RANGE: \$22,500 to \$25,500 Annually / \$18.23 to \$20.38 per hour (Part Time, 24-30 hours per week)

REPORTS TO: Chief Officer of Communications & Engagement

ESSENTIAL DUTIES AND RESPONSIBILITIES

Content Creation & Engagement

- Assist in development and implementation of the annual communications plan for OAESV
- Write content that clearly communicates the organization's work and voice
- Develop and create print and electronic material including, but not limited to: OAESV website content, social media content, factsheets, newsletters, brochures, annual report, and other outreach materials
- Maintain branding that clearly and consistently represents OAESV's mission and values and identifies coalition products
- Assist in development of various OAESV communications strategies, content creation, website updates, and content calendar creation
- Carry out various communications tactics surrounding OAESV signature events, according to the communications plan, including Advocacy Day(s), Annual Conference, and Shine the Light fundraiser.

- communication strategy, content creation, website and social media calendar.
- Assist in development and dissemination of talking points, press releases, op-eds, and other resources in response to current events and issues
- Assist with maintenance and enhancement of OAESV's website, including creating/updating content for webpages, researching links/resources, and developing graphics
- Assist in coordination of OAESV's blog, including communicating with staff and guest bloggers, proofreading blogs for impact and clarity, and writing blog posts
- Support staff in preparing for media interviews, including assisting with development of talking points and review and engagement of promising practices
- Capture images of OAESV's programming events and post to social media as appropriate

Social Media Strategy

- Assist with development and execution an effective social media communications plan for OAESV, with emphasis on supporting and empowering survivors, and informing the public
- Grow OAESV's social media following and engagement
- Monitor and analyze trends in engagement on OAESV's social media platforms
- Remain informed about national trends related to social media, survivors, and public awareness, and respond to/engage with such trends as appropriate
- Ensure use of social media is engaging and educational, including incorporating anti-oppression perspectives, practices, and messaging

Other Duties as Assigned

- Engage with OAESV staff, both individually and as a group, including through meetings, retreats, and programmatic collaborations
- Adhere to the philosophy and policies of the Ohio Alliance to End Sexual Violence
- Complete other tasks as necessary to carry out OAESV's mission and work – as assigned by supervisor

QUALIFICATIONS – Anti-Oppression Approach, Knowledge of Sexual Violence, and Communications

Skills:

- Experience in trauma-informed communications
- Desire to elevate the voices and experiences of marginalized individuals and communities
- Recognizes ways that race and ethnicity, gender, and other identities intersect in anti-violence work and services
- Understands the historical context for racial inequity and its present-day implications, and is driven to make creative and concrete changes through advancing systemic change through strategic communications
- Deeply believes that racial equity and social justice are important and is comfortable communicating about race and ethnicity, gender, and other identities in plain (non-euphemistic) and specific terms
- Able to hear, reflect, and act on feedback regarding identity and equity with the aim to learn

- Exceptional writing and proofreading skills
- Awareness of and sensitivity to issues of sexual violence victimization, prevention, and response
- Experience with media landscape and best practices for effective media outreach, relationship building, and education
- Demonstrated experience with various media platforms
- Strong computer skills, including comfort with design software and familiarity with web design
- Ability to engage with team and partners through direct, honest, and respectful communication
- Experience working independently, while knowing when to engage team members
- Proven ability to communicate effectively in a range of settings through knowing the audience and their role as well as engaging in clear messaging
- Skills to meet programmatic goals effectively and efficiently, including writing and proofreading, attention to detail, ability to manage multi-step projects as well as one-time tasks
- Associate's degree in Communications, Public Relations, Marketing, or related field; or equivalent experience

HOURS & LOCATION OF WORK

This is a part-time position (24-30 hours/week), requiring and offering flexible hours. Some evenings and weekends may be required. As part of a statewide coalition, the Communications & Content Specialist may be based from a remote office anywhere in Ohio, with the ability to communicate regularly with OAESV staff and to travel throughout the state as needed, including for regular all-staff meetings.

Ohio Alliance to End Sexual Violence is an equal opportunity employer. OAESV offers a robust and competitive compensation package to all eligible employees, which includes, but is not limited to: vacation, sick, and self-care time. Employee will be eligible for medical, dental, supplemental insurance, group life insurance, and a 401k plan. OAESV values diversity, equity, and inclusion in the workplace. OAESV values the importance of addressing issues of racism, homophobia, ableism, and other issues of oppression in order to make services accessible to all individuals regardless of race; color; sex; gender identity and expression; sexuality; national origin; religion; age; ethnic background; and social, economic, immigration, marital, physical, and/or mental status. People from historically underserved communities are strongly encouraged to apply.

Please submit cover letter and resume to www.oaesv.org/2021Application Please highlight any experience that specifically addresses the essential functions.