



We are looking for a talented, dynamic and hybrid personality to fill the position of:

**Communications Manager (0,9 fte)**

The Communications Manager will be responsible for the implementation of the NHC Communication Strategy, communication support for programmes, public / external relations, and the management the Security and Human Rights Monitor ([www.shrmonitor.org](http://www.shrmonitor.org)) platform. By adding his/her skills and expertise the Communications Manager strengthens the brand and profile of the NHC and assists the organisation in meeting our aspirations to increase our fundraising footprint.

***About NHC***

The Netherlands Helsinki Committee (NHC) is a non-governmental organisation that promotes human rights and strengthens the rule of law and democracy in all countries of Europe, including the Central Asian countries participating in the OSCE. Our work lies primarily in executing projects to strengthen legal protection and improve public policies that affect vulnerable or disadvantaged groups. We support human rights NGOs to withstand governmental pressure. Additionally, we work to improve the implementation of OSCE human dimension commitments and other international human rights agreements. We take active part in several civil society networks of human rights NGOs and civil society in Europe. The NHC office is located in The Hague.

***Responsibilities***

In recent years NHC has updated its corporate profile, website and communication style. Now it is time to bring this to the next level by strengthening the NHC brand identity and increasing the public profile, specially through aligning corporate communication with marketing and fundraising. The responsibilities of the Communications Manager will include:

- Implementing the NHC Communications Strategy, including a social media strategy;
- Further developing and maintaining the NHC communication channels (website, social media, etc.), including developing content for promotional materials, websites, newsletters, press-releases, building (social media) audiences through multiple social media channels;
- Maintaining the NHC corporate profile and brand, especially towards donors and funders;
- Selecting and managing a small team of interns;
- Working in project teams on project proposals and presentations. If necessary lead this process;
- (Co-)organising public events, in close cooperation with Programme Managers and NHC partners;
- Further building and expanding NHC media contacts; and
- Managing the Security and Human Rights Monitor project in close contact and coordination with the Editors in Chief and Editorial Board, including maintaining the website, securing its funding, reporting to donors and managing the contacts with the publisher.

***Qualifications and skills***

You are a good listener and you have the ability to work in a team and to connect with people. You have a hands-on mentality, ability to adapt to a fast-paced environment and switch between tasks. Your qualifications and skills include:

- A solid track record (minimum of 5 years) as a communication and marketing and/or content strategist and/or copy writer/editor;

- Demonstrated experience in developing and realising organisational communication strategy and associated work plans, planning and accomplishing communications and marketing goals; excellent project management skills;
- Proven experience in developing content for promotional materials, websites, newsletters, press-releases and multiple social media channels as well as experience in increasing brand awareness and building (social media) audiences;
- Demonstrated writing, editing and proofreading skills on the topics of social change, justice, rule of law and human rights, in particular, proven ability to translate complex information into targeted messages for different audiences;
- Knowledge of and experience with fundraising trajectories of donors (in particular the EU) is a strong asset.
- Experience in organising, marketing, and facilitating various types of events.
- Outstanding writing skills in English and Dutch (native or native-like) required.
- Knowledge of fundamentals for working in different media formats, including web, print, video. Experience in creating infographics is an asset;
- Bachelors degree or equivalent and proven experience in creative writing, corporate communications or journalism.

We offer a salary based on qualifications and experience, between € 2.996 and € 4.402 gross per month (based on a full-time position). This position is initially for one year for 32 hours per week, with the possibility of an extension depending on performance and availability of funding. Candidates that require further information are requested to contact Pepijn Gerrits, Executive Director of the NHC, at 070-3926700 or [office@nhc.nl](mailto:office@nhc.nl).

If you are interested, please send your resume, a writing sample and a short motivation to: [office@nhc.nl](mailto:office@nhc.nl). Please mention “**Communications Manager**” in the subject of your email. Candidates may apply until **February 28, 2020**.

**Please note that applicants from outside the EU are required to have a residency or a visa that enables you to work in The Netherlands.**