



JOB DESCRIPTION

Title:	Communications Strategist
Location:	GLOBAL/virtual with a preference for candidates based in Honduras, Mexico, Guatemala, Malawi, Zimbabwe, South Africa, Indonesia, Cambodia or Philippines.
Status:	Full-time (Grade D)
Reports to:	Global Programme Director
Position to be filled:	March 2025 (or before)

ABOUT JUST ASSOCIATES (JASS)

[JASS](#) is a feminist movement strengthening organisation – rooted in the majority world - that strengthens the voice, visibility, leadership and collective organizing power of women for a just and sustainable world for all. We equip and strengthen the leadership and organising capacity of women leaders and their organisations in Mesoamerica, Southeast Asia, and Southern Africa.

As a multi-centred organisation, we have a diverse staff and distributed leadership structure representing our intersectional feminist politics across: geographies, cultures, generations, race, ability, sexual orientation, gender identity and spiritual beliefs. JASS' work is carried out by 50 full and part-time staff spread across 15 countries worldwide who are supported by operations in Jakarta, Johannesburg, Mexico City and Washington DC. We strive for internal structures, policies, and practices that reflect our principles (including accountability to our mission) and value a range of knowledge and experiences.

We embrace the tension between institutionalisation and the agility needed to support movements. To ensure our responsiveness and accountability to changing contexts and the needs of women on the frontlines of crisis and change, our operations have had to be agile, lean and have relied on relationships of trust and strategic coherence, from local to global levels.

POSITION OVERVIEW

JASS is seeking a strategic, organised, creative, self-motivated experienced Communications leader with a sharp decolonial feminist political analysis to build a culture of strategic communications for influence and boldly position the organisation as a driver of change. This position requires a person who is detail-oriented, efficient, and accurate, with exceptional communication and interpersonal skills and a passion for the feminist movement building work.

In recent years, JASS has undergone significant growth, including deep strategic work to centre communications and influence as core elements of our strategy. Reporting to the Executive Director, the Communications Strategist role is a new senior position that will oversee the development and execution of strategic communications to increase visibility, resources, and impact of JASS and our partners.

The successful candidate will be passionate about and thrive in a highly collaborative environment - ready to bolster a team of savvy communicators embedded in the contexts in which we work with an aligned organisational agenda and complimenting philanthropic and global influence agendas.

ROLES AND RESPONSIBILITIES

Communications strategy and development:

- Develop and drive a communications strategy to increase visibility, resources, and impact of JASS and our partners.
- Leading content development (including framing, writing and editing) and managing publication/updates of impact stories and annual reports, website content, email campaigns, and newsletters.
- Implementation, monitoring and evaluation of a year round schedule of integrated external communications including initiating and leading content development and managing publication/updates of impact stories and annual reports, email campaigns, and newsletters.
- Lead the development of clear messaging to influence thinking linked to our global agendas and generate strategic coverage in social media and mainstream media (including print).
- Develop and implement a digital communications strategy and oversee the coordination of JASS social media presence; maximising reach and ensuring a consistent voice across social media, and create, edit, and share social media content across channels as identified (this may include Facebook, Twitter, Instagram, LinkedIn, etc.)
- Oversee the maintenance, updating and content creation for JASS website to ensure that it is dynamic, accessible, and mobile friendly, including developing a plan for enhanced visibility and usability.
- Manage all media inquiries as required.
- Develop and put in place risk mitigation and crisis management processes to safeguard the organisation in relation to external communications.

Team oversight and strengthening:

- Develop and strengthen an integrated and functioning communications team and cultivate a collaborative and positive work environment that promotes alignment globally, learning and innovation.
- Oversee development of annual work plan, and manage ongoing work of the team.
- Provide mentorship and guidance to team members, fostering their growth.
- Ensure clear lines of collaboration among team members and with other teams in particular Resource Mobilisation and Monitoring., Evaluation and Learning to ensure streamlined flows of information.
- Lead the development of organisational materials for positioning and resource mobilisation; including but not limited to videos, brochures, two-pagers, flyers, merchandise, press releases etc.

Evaluation and monitoring:

- Manage media monitoring strategies and provide regular updates and reports on media coverage to track and analyse media coverage and to support the positioning of JASS in key debates for influence.
- Oversee the collection, analysis and report on analytics to inform JASS communications strategy, understand our audiences, and optimise engagement efforts across mediums.

Leadership:

- Contribute to and ensure the communications work is guided by overall JASS strategy, politics and practice.
- Foster a culture of strategic communications across the organisation and create and implement systems, training, and practices that support staff as strategic communicators.
- Performs other duties as assigned.

QUALIFICATIONS AND EXPERIENCE

- Bachelor's degree in Communications, Advocacy, or other relevant certification, work, education, or lived experience.
- 7-10 years experience in developing and leading institutional communications strategy and/or influence initiatives or campaigns.
- Experience developing messaging, and other relevant communications.
- Experience managing teams and collaborating with diverse internal and external actors.
- Experience working in global contexts, including experience working across cultures and time zones in a remote work environment.
- Proficiency in different languages, particularly Spanish, is a plus.
- Experience in social justice work and/or philanthropy is also a plus.

COMPETENCIES AND ATTRIBUTES

- Critical understanding of and familiarity with majority world feminisms, social justice and international human rights issues facing women, trans, gender non-binary people.
- Leader who models integrity, accountability, trustworthiness, and empathy with deep self-awareness, emotional intelligence, able to manage conflict constructively and dedicated to the mission and principles of JASS.
- Strategic thinker who is able to inspire and set goals, with political savvy and sharp instincts to guide organisational stance and positioning, can grasp the subtleties and nuances of complex issues.
- Clear and compelling verbal and written communicator who is able to convey complex information to multiple audiences in ways that are persuasive, clear, and efficient.
- Excellent editing skills and attention to ensuring adherence to messaging and style standards and able to maintain a consistent voice, brand, and content across all platforms (in line with Brandbook).
- Ability to take initiative, navigate uncertainty, prioritise, negotiate and solve problems.

- Exceptional project management skills and the ability to handle complex, multifaceted processes whilst suggesting innovations to continuously improve systems and processes to use resources strategically and to maximise positive impact.
- Collaborative, inclusive workstyle and excellent interpersonal and relationship-building skills.
- Flexible, adaptive, and able to respond to challenges and changes; values iteration and productively integrates new information.
- Proficiency in relevant communications systems such as CRMs, Wordpress, and media databases, Facebook, Twitter, Instagram, LinkedIn, and other social media channels.
- Demonstrated commitment to continuous learning and development.
- Strong graphic design skills (digital and print), photographic skills and experience working with Google Analytics, Adobe Creative Suite, Canva, WordPress, and Microsoft Suite is a plus.

COMPENSATION

The salary range and benefits package is competitive for a manager-level position and will be based on location and experience. Salary range begins at US\$ 60k. Benefits include employer-paid health insurance, vacation, national holidays, personal and sick leave. Non-monetary benefits include the opportunity to make significant strategic contributions to an innovative and respected movement support organisation with a global presence, a supportive and feminist work environment that encourages leadership development, and the ability to work remotely and travel internationally.

HOW TO APPLY

Please send your cover letter, explaining your interest in working for JASS in this position, and a recent curriculum listing education and past and present experience to [this link](#).

The deadline for applications is February 9, 2025

JASS is an equal opportunity employer committed to creating an equitable, inclusive, feminist working environment for all employees. We value and are enriched by diversity and our leadership, staff, culture and structures reflect this. We strongly encourage qualified candidates of all races, ethnicities, colors, religions, gender identities, gender expressions, sexual orientations and abilities to apply. For this role, candidates from the Global South, particularly one of JASS' three regions, will be prioritized.