

THE NIPPON FOUNDATION-NEKTON

OCEAN CENSUS

Communications Officer

Reference OCCO22024

Start April/May 2024

OCEAN CENSUS – www.oceancensus.org

Ocean Census' mission is to accelerate the discovery of ocean life and catalyse its protection for future generations.

Launched in April 2023 by The Nippon Foundation and Nekton Foundation, Ocean Census is the largest programme in history to discover life in our ocean, heralding a new era of pioneering research and scientific exploration to accelerate species discovery and protection.

Our Alliance is key to our success. Together with global partners, we're combating the critical knowledge gap surrounding the diversity and distribution of marine life, by embracing cyber-taxonomy and merging traditional methods with cutting edge science including DNA sequencing, high-resolution digital imaging, and machine learning.

And we've set ourselves an ambitious target – our goal is to discover 100,000 new species within the coming decade and inspire people around the globe.

THE ROLE

We are currently seeking a dynamic and creative Communications Officer with strong foundations skills in communications to join our growing team. This role is essential for supporting all internal and external communications in a fast-paced environment. The ideal candidate will be a skilled writer and communicator, self-motivated with a knack for storytelling and a passion for making a difference through effective communication. The role is broad in scope and should appeal to someone looking to be involved in all aspects of communications - news, social media, events, content creation and marketing.

WHAT ARE WE LOOKING FOR?

We are looking for an individual with a flair for storytelling, with the ability to weave complex scientific endeavours into engaging narratives that captivate and educate diverse audiences. Your writing is not just clear and compelling; it resonates, inspires, and calls to action. Whether it's drafting press releases, crafting engaging social media content, producing newsletters, or developing marketing materials, you adapt your message to fit the platform while maintaining the integrity and impact of the information shared. You are adept at juggling multiple projects, prioritising tasks, and meeting deadlines in a fast-paced environment. Your ability to work independently, coupled with a collaborative spirit, makes you a driving force behind our communications strategy.

DETAILS

Start April/May 2024

Location UK based, hybrid working including c. 2 days a week at Oxford area HQ.

Salary £25k-£30k per annum, based on qualifications, skills and experience

Contract 2-year fixed term, with a view to extend.

Hours Full time / 5 days per week

Reporting to Head of Communications

Working with Communications team, external partners, and agencies

KEY RESPONSIBILITIES AND TASKS:

- Create marketing materials, such as flyers and posters, to support the organisation's branding efforts and promote events and initiatives.
- Maintain the organisational website, ensuring that content is current, engaging, and reflective of the organisation's goals, and perform routine website maintenance.
- Produce and distribute electronic newsletters with updates, insights, and engaging content to keep the community informed and engaged.
- Collaborate with the Communications Manager and Head of Communications to produce press announcements and editorial content for the website and magazines, aligning with the organisation's communication strategies.
- Assist in organising events and conferences, managing logistics, promotional materials, and communication efforts to ensure success.
- Work with partners to create informative content that supports the organisation's mission and enhances public understanding of key issues.
- Manage the inventory and distribution of branded goods, ensuring consistency and availability for events and other initiatives.
- Handle media updates and enquiries through the AP Newsroom, ensuring the timely and accurate release of information to the press and public.
- Oversee the design, production, and distribution of branded apparel for events, staff, and expeditions, reinforcing the organisation's identity.

KEY ATTRIBUTES

Essential:

- Bachelor's degree in Marketing, Communications, Environmental Science, or a related field.
- Proven experience in a similar communications role
- Excellent writing, editing, and verbal communication skills.
- Experience with website content management systems and digital marketing tools.
- Experience supporting in-person and/or online events
- Creative thinking and ability to produce innovative and engaging content.
- Strong organisational skills and ability to manage multiple projects simultaneously.
- Ability to work collaboratively in a team environment and independently when required.

Desirable:

- Proficiency in French or Spanish, offering the capability to engage with and expand our audience through multilingual campaigns, is a significant plus.

HOW TO APPLY

If you're ready to use your skills to make a difference, please submit the following quoting reference OCCO22024 to mediarecruitment@oceanconsensus.org by 19 March 2024:

- A detailed CV highlighting your relevant experience.
- A cover letter explaining why you are the perfect fit for this role.
- Samples of written work or links to content you have created or contributed to.

We are committed to diversity and inclusion and encourage candidates from all backgrounds to apply. This role is only open to UK-based candidates. Only shortlisted candidates will be contacted for interview.
