



Marketing and Communications Officer

An Identified Aboriginal and Torres Strait Islander role*

SharingStories Foundation has an exciting opportunity for an experienced Marketing and Communications Officer.

Position status	12 month fixed term contract with likelihood of extension.
Position Type	0.6
Location	Brisbane based/ Negotiable
Closing date	22-Jan-2024
Yearly salary	\$100K Pro Rata
Annual Leave	4 weeks
Contact Person	Sharon Williams

Organisational Background

SharingStories Foundation works with Aboriginal and Torres Strait Islander communities to protect, maintain and grow language, stories and cultural heritage. Engaged as a culturally safe partner, we deliver community driven digital arts programs and education initiatives.

Our creative practice engages elder and child, traditional and modern, oral and digital storytelling, Aboriginal and Torres Strait Islander and non-Indigenous. We work with a Both Ways approach across all aspects of our programming.

We are very excited to be looking for another Aboriginal and Torres Strait Islander team member.

Purpose of the role

Do you have experience in marketing and communications and are looking for a change? Come and join us at SharingStories Foundation, where you'll be doing everything from campaigns to social media, communications, partnerships, activations and events. We know you'll never get bored in this role.

KEY AREAS OF RESPONSIBILITY

- Create printed and digital marketing collateral in collaboration with our Graphic Designer and Impact Producer
- Researching and writing industry related articles
- Update and drive the social and online media platforms
- Reporting – Track the success of each campaign and document statistics

- Support with the Coordination of events/workshops/special projects
- Participate in stakeholder meetings
- A collaborative, team-based approach to work

Comfortable and collaborative office environment in the Fortitude Valley, Brisbane close to transport, within walking distance to life-admin amenities. Our flexible approach to supporting employees will ensure you have a balanced work and lifestyle. It is a truly unique work environment and a great opportunity to progress your career.

KEY COMPETENCIES AND ATTRIBUTES

- Solid content writing skills, editing and proofreading skills with the ability to change the tone of voice to suit different audiences
- Exceptional Communications skills – both written and verbal
- Strong organisational skills – ability to multitask
- Strong interest in campaign effectiveness
- Analytical skills with an ability and eagerness to analyse trends
- Well versed in all main social media platforms – Facebook, Instagram and TikTok
- Relevant tertiary qualifications in Advertising, Communications, Marketing or similar (preferred)
- A creative and innovative mind!
- Demonstrated cultural knowledge of working with Aboriginal and Torres Strait Islander Peoples

***This organisation considers that being Aboriginal or Torres Strait Islander is a genuine occupational requirement for this position under section 14 of the Anti-Discrimination Act.**

To apply please email your CV, cover letter addressing the Key Areas of Responsibility section to **sharon@sharingstoriesfoundation.org** using the subject line: **Marketing and Communications Officer**

If you'd like to learn a little more about SharingStories Foundation please review our [SSF website](#) or the [Jajoo Warrngara](#) educational website.

Applications close January 22 2024 with interviews the following week and to commence work as soon as possible thereafter.

