



Repeated call

BankTrack is looking for a Communications Manager

(24 - 32 Hours Per Week)

BankTrack is the international tracking, campaigning and NGO support organisation targeting private sector (commercial) banks and the activities they finance. Our mission is to stop banks from financing harmful business activities, to promote a banking sector that respects human rights and contributes to just societies and a healthy planet, and to support fellow civil society organisations in their engagement with banks. We are based in the Netherlands but work with partners the world over.

To strengthen our outreach capacity, we are looking for a new **communication manager** to join our current, 10 person team from January 2020 onwards.

We are looking for an experienced communicator and storyteller, skilled in designing communication strategies that will maximise the impact of our work by helping to bring it to widespread attention among a range of audiences including the general public, the banking sector, industry analysts and regulators, fellow campaigners and funders. someone that is at ease with using a range of types of traditional and social media, and who can exploit the capacity of online campaigning to the full.

Role and responsibilities

As our communications manager you:

- Help develop clear and concise campaign narratives and enticing stories about BankTrack's work and activities;
- Help design and implement communication strategies for all our ongoing campaigns;
- Write and distribute our press releases, or edit those of our team members and work partners;
- Actively manage our social media accounts (Facebook, Twitter and Instagram) and successfully expand our audience there;
- Assist in the production of written, audio and video campaign material and reports;
- Act as our primary spokesperson to media;
- Expand, cultivate and manage our relations with key mainstream, financial and other specialist media;
- Monitor how BankTrack activities are covered in the media worldwide;

- Train and strengthen the communication skills of the rest of our team

Ideally, we would like to find someone who:

- Is **fluent** in English, both speaking and writing, with other languages (French, Spanish, German) a distinct plus;
- Brings 3-5 years of professional experience in a communication role, preferably in the NGO sector;
- Possesses excellent writing skills, as evidenced by writing samples;
- Knows how to write concise press releases under tight deadlines;
- Possesses solid copy-editing skills, with strong attention to detail;
- Has ample experience with developing and implementing communication strategies for campaigns;
- Has experience in developing and maintaining content for websites;
- Is an experienced manager of organisational Facebook, Twitter and Instagram accounts, and has a keen interest in staying abreast of digital developments;
- Has experience in being a press spokesperson;
- Knows how to tell a good story in front of an audience;
- Strongly believes in what BankTrack is doing and pursuing and is familiar with, or has a strong interest in understanding the operations of private sector banks and how we aim to influence them;
- Is enthusiastic, practically minded and good-humoured, and combines an activist mindset with a professional work attitude; someone who 'wants to get the job done';
- Is a team player that can inspire and lead other team members;
- Can work flexibly when needed and does not mind the occasional travel assignment

(... but we fully understand that you may not possess *all* the qualifications above, so do not be discouraged if you do not meet all of these points)

We offer:

- A fun and challenging position in a small but well-known international organisation that has proven itself as making a real difference in the global banking sector;
- An initial contract for 6 months for 32h per week (but 24-28 hours per week can also be discussed), but with funds already reserved to proceed for at least another 12 months if your performance is as excellent as we seek;
- Flexible working hours and the option to work part-time from home;
- Occasional travel opportunities and supplementary training possibilities;

- Salary indication: 2,600-3,000 euro per month on a full-time basis (36 hpw), depending on previous experience, plus an additional 8% annual holiday allowance;
- Inclusion in our pension scheme and other fringe benefits;
- Partial coverage of relocation costs (if relevant)

Location and team

The candidate will ideally be based at the BankTrack office in Nijmegen, the Netherlands, to work alongside the majority of our team. This said, we are ready to consider suitable candidates

that wish to work from elsewhere in the European Union, provided we can make the necessary employment arrangements *and* you are able to occasionally travel to the Netherlands for team meetings (around 3-4 times per year).

Candidates that wish to offer their services as a consultant, at a rate that is competitive to the cost of direct employment, are also encouraged to apply.

BankTrack actively seeks to strengthen the diversity within [our current team](#). Candidates that will strengthen this diversity, whether through race, nationality, ethnicity, age, gender, sexual orientation or class, are therefore strongly encouraged to apply.

Interested?

The deadline to apply is **Monday, December 9, 2019**. Job interviews will be conducted on December 15 and 16, with a possible second round on Friday December 20 219.

To apply for this position, send us a letter focusing on your motivation for wanting to join BankTrack, plus your relevant skills and work experience. Add an up to date CV *and* a few recent writing samples, or any other evidence of your relevant skills (links to online sources for example).

Send your application by email to Johan Frijns, BankTrack Director (johan@banktrack.org), with “Application – Communication manager” in the subject line of your mail.

Important: BankTrack can only employ citizens of the European Union, or non-EU citizens residing in the Netherlands and in possession of a valid work permit. Please refrain from applying if you are not in this category.

BankTrack - Vismarkt 15
6511 VJ Nijmegen, the Netherlands
T: 31-24-3249220, E: johan@banktrack.org
www.banktrack.org