

Communications Officer



“I’ve realised that I love writing and I’ve gained a lot of confidence with it. I have discovered that I love being around people, learning their stories and being inspired by their courage and convictions.”

- Anna, Communications Officer

As a Volunteer Manager, you are the driving force behind the Expedition. You’ll be working alongside the permanent country staff to ensure the Expedition is running smoothly and effectively, and that the young volunteers are safe whilst on their placement. Whether you’re out on the project sites or in the country office, you need to be flexible and adaptable to meet the demands of a fast-paced Expedition environment. At the start of the programme you’ll receive a minimum of two weeks training in country, which you’ll then deliver in a condensed version to the young volunteers. Every Expedition is different but the Volunteer Manager team should be ready to get stuck in and put the needs of the Expedition first.

As a **Communications Officer**, you will be predominantly based in the country office, but you will also spend time visiting the projects to gather content for the Expedition blogs. You’ll need to know what makes a good and compelling story, and you will work closely with the Expedition photographer to gather well-rounded content.

You will create case studies and interview community members and volunteers which will bring our Expeditions to life for our audiences. The blogs and case studies are featured on the Raleigh website and used in external communications and marketing. You’ll also liaise with Communications team in the Raleigh head office, potentially working to briefs to fit the wider organisational communications plan.

While the Communications Officer role is mostly based in the country office, versatility is essential. You might be required to take on extra responsibility at different times of the Expedition - you might even get the chance to spend time as a project manager or join a trek for a few days.

Essential skills

- Creative writing/ blogging experience
- Editing skills
- Organisational skills
- Ability to work in a team and independently
- Working to tight timescales with limited resources
- Committed and proactive approach to the role

