

Vulture Conservation Foundation – Job Specification/Description:

Job title

Content Writer (Part-time)

Overall purpose of the job

To support the Vulture Conservation Foundation (VCF) on communication activities, especially in delivering high-quality written content for the website and social media to raise awareness and engage target audience.

Position

Part-time (50%) (20 hours per week) 6-month fixed-term contract, with potential to renew

Reporting to

VCF Events, Outreach and Communication Officer

Background

The VCF is the leading organisation on vulture conservation in Europe and is now managing several large-scale projects, including EU-funded LIFE projects, in many different countries in Europe. The VCF is a Dutch foundation with a legal seat in Holland, and offices in Switzerland and Spain. The VCF project portfolio, activities and ambition has been steadily growing, and so has its team. We are now looking for an experienced and digital savvy content writer to contribute to the VCF's communication goals.

Main duties & responsibilities

- Write, edit and publish compelling digital content for the VCF website (a minimum of 4 news/blog articles per week) and social media channels (Twitter, Facebook, Instagram and LinkedIn) to effectively reach and engage our target audience
- Keep up to date with the latest news from a variety of different partners and projects, liaising with internal and external colleagues to source content
- Assist with the content calendar to ensure a regular production and dissemination of news
- Support the development of content for projects such as the Annual Report, the European Vulture Conference and VCF's anniversary celebrations
- Occasionally assist in drafting press information such as releases, factsheets and quotes
- Meet deadlines and follow requirements to ensure content aligns with VCF's communication guidelines

Education - Skills - Experience required

- University degree level general education, preferably in communications, public relations, marketing, journalism, English or related field
- Minimum 2 years of relevant work experience, with a proven record in content writing
- Experience with web content management systems, social media management tools, email marketing tools, digital marketing analytics, SEO concepts and social media marketing
- Knowledge of video/photo editing platforms like Canva to occasionally create visuals for website and social media posts

- Ability to identify a good story and turn technical information into easy-to-understand and compelling content
- Strong editorial, proofreading, writing and storytelling skills
- Excellent communicator who works well independently and with a team
- Passion and knowledge in wildlife conservation issues
- Experience in a non-profit setting preferred
- Proficiency with common office software
- Fluency in English (C level)

Location

Remote/Home-based in Europe, but with a requirement to travel abroad occasionally

Salary and benefits

850€/monthly gross depending on experience. Travel expenses covered by the VCF

Start Date

As soon as possible

How to apply

Please send your CV, cover letter and a couple of relevant content writing samples in English to recruitment@4vultures.org in one single PDF (please give your name to the pdf file).

Please include in the email subject: Content Writer Application

Deadline

Thursday 4 August at 23:59 CET. Applications received after the closing date will be automatically discarded.