

## Strategic Communications Advisor Job Description

The Christchurch Call Foundation exists to coordinate the Christchurch Call's work to eliminate terrorist and violent extremist content online.

The Christchurch Call is a key part of the response to the March 2019 attacks on the Christchurch mosques. The voluntary commitments in the Call are now being implemented by governments and online service providers, working within a multi-stakeholder community. The Call is now supported by 56 governments, 19 online service providers, 12 partner organisations, and an Advisory Network of around 50 civil society organisations and researchers.

The Christchurch Call Secretariat leads and coordinates the Foundation's work on implementation of the Christchurch Call to Eliminate Terrorist and Violent Extremist Content Online.

<b>Role Purpose:</b>	The Strategic Communications Advisor will support the Chief Communications and Engagement Officer by developing and implementing communication plans, fostering stakeholder relationships, managing media interactions, and supporting internal communications. This role will help to ensure clear, consistent, and effective dissemination of messages that align with the Christchurch Call Foundation's goals and objectives.
<b>Reports to:</b>	Chief Communication and Engagement Officer
<b>Direct Reports:</b>	Nil

## Key Accountabilities

### Communications and Engagement Strategy

- Assist in creating and implementing strategic and tactical communication plans that utilise various mediums to effectively engage stakeholders across diverse platforms.
- Support the development of narratives that enhance understanding, recognition, trust, and confidence in the Christchurch Call Foundation within the Christchurch Call Community.
- Contribute to internal communications to convey the Foundation's strategic ambitions, build staff engagement, enhance culture, and foster a vibrant exchange of information, views, and expertise.
- Utilise structured approaches to ensure clarity, consistency, and effectiveness in communications and meaningful stakeholder interactions.

### Media and Stakeholder Relations

- Support the Chief Communications and Engagement Officer in building trust and fostering relationships with stakeholders to influence decision-making and drive collaborative efforts.
- Use existing channels to promote content and measure success including impact through social media.

- Assist in employing strategies to influence stakeholders, steering conversations and actions towards desired outcomes.
- Cultivate advocacy and support for the Foundation's mission, effectively articulating the importance of the Foundation's work and rallying stakeholders behind shared goals and objectives.
- Help create narratives that support the Foundation's ambitions, ensuring a favourable perception of the Foundation.
- Oversee and contribute to web content planning and management processes for the Foundation's website, ensuring it is dynamic and fit for purpose.
- Provide support in delivering effective and timely advice to the Chief Executive on public issues, strategic initiatives, and communication strategies.
- Assist in managing relationships with key media organisations and people, ensuring media activities are timely and effective.
- Assist in producing interview briefs for fellow team members when required.
- Develop and maintain media and stakeholder databases for the Foundation.

### **People Development**

- Positively contribute to the Foundation team, fostering a positive work environment that prioritises employee wellbeing, safety, and professional growth.
- Mentor and coach team members, enhancing their capabilities.
- Work with the leaders to foster a culture of continuous learning and professional growth within the team.

And any other duties of a similar type as required by the Chief Communications and Engagement Officer.