

BOARD MEMBER - COMMUNICATIONS CHAIR

The Institute for International Women's Rights-MB (IIWR-MB) is seeking an enthusiastic Communications Chair (or Co-Chairs) who would be responsible for the strategic coordination of all forms of communications for the IIWR-MB. Their primary role will be to oversee and support IIWR-MB communications, including the IIWR-MB website, email communications and social media. The Communications Chair will serve as a conduit of information regarding events and programs associated with the IIWR-MB. Like all IIWR-MB volunteer board members, the Communications Chair ought to be committed to the IIWR-MB's mission of promoting gender equality awareness through advocacy, education and action.

Terms of Employment: Unpaid Volunteer Position

Term: Until March 2022, with opportunity to seek election at Annual General Meeting.

Compensation: N/A

Languages: English (Additional languages an asset)

Time Commitment: 10 to 15 hours a month

Reporting: Co-Chairs of IIWR-MB

Closing Date: Saturday, November 27, 2021

Employment Equity

The Institute for International Women's Rights-Manitoba is committed to inclusion and equity in our employment and engagement opportunities. Indigenous peoples, Black people, and other People of Colour, persons with disabilities, persons of minority sexual orientations, gender identities and expressions and persons with relevant lived experience are encouraged to apply and will be prioritized. We are committed to removing barriers that have historically existed against such groups and acknowledge the inherent biases and power dynamics that exist within hiring processes. As such, please do not hesitate to contact us regarding any accommodation that can be made for the recruitment/interview process. Doing so will not impact your potential for success in the interview process but will help us better meet the needs of interested candidates. For accommodations, please contact Fiona Vowell, VP Administration, at info@iiwrmb.ca.

About

Founded in 2013, the IIWR-MB operates to support the full actualization and support of rights of women, girls, and gender diverse folks both locally and internationally. Founded in 2013 and building off the historic organizing work of Manitoba feminist communities, IIWR-Mb fosters spaces for education, awareness, and action to promote gender rights. IIWR-Mb is a community focused organization, reaching out to diverse individuals and organizations in Manitoba that are working in the general area of gender rights. We are volunteer run by an elected board and incorporated as a registered not for profit in the Province of Manitoba and hold United Nations Economic and Social Council (ECOSOC) consultative status.

Responsibilities

- Chair and seek out volunteers for the Communications Committee
- Coordinate and develop an ongoing communications strategy that engages IIWR-MB members and the public at large
- Identify and create content for the IIWR-MB quarterly newsletter, email communications to membership, and social media posts (Facebook, Instagram, Twitter and LinkedIn)
- Support the drafting and editing of communications from other IIWR-MB committees such as op-eds and blog posts.
- Support the website manager as the need arises
- Writing and distributing press releases and coordinating IIWR-MB's communications with media
- Promote awareness of IIWR-MB through various methods of communications
- Attend monthly board meetings and report on the work of the Communications Committee.
- Support other Board initiatives, as needed

Qualifications

- Over 18 years of age
- A member, or willingness to become a [member](#) of IIWR-MB
- Does not have a bankruptcy status
- A commitment to the vision, mission, values and principles of IIWR-MB

Please send a cover letter and resume detailing why you want to join the Board of Directors at IIWR-MB by midnight on Saturday, November 27, 2019. Qualified candidates will be invited to an informal interview via video chat. Apologies, only qualified candidates will be contacted.

Apply by email: info@iiwrmb.ca

Please contact Fiona Vowell, Vice-President Administration at info@iiwrmb.ca if you have any questions regarding this posting.