

**Position Title:** Digital Media Coordinator

**Organization:** The NO MORE Foundation

**Position Type:** Full-time

**Location:** National/Remote – Location in Los Angeles, CA strongly preferred

NO MORE, the global nonprofit organization dedicated to ending domestic violence and sexual assault, seeks a passionate and talented team member to support its digital media needs with excellent communication, writing, critical thinking, and marketing skills. The Coordinator will play a key role in supporting the rapid growth of NO MORE by executing our digital media and communications strategy and driving engagement across a variety of platforms.

The Coordinator will be responsible for using NO MORE's online channels to engage and grow NO MORE's diverse network of individuals, organizations and corporations; highlight and promote global events, campaigns and initiatives; and support the efforts of partners and allies. While the main focus will be on social media strategy and execution, the Coordinator also will sometimes assist with other communications and marketing projects.

This is a full-time position. The Coordinator will work remotely as part of a team with 5-6 other team members, but will work most closely with and report to NO MORE's Communications Manager. Applicants located in Los Angeles, California are strongly preferred.

### **Key Responsibilities**

- **DIGITAL MEDIA STRATEGY:**

Help create and implement overall digital media strategy to drive brand growth by:

- Managing email, social, and web communications and ensuring a cohesive digital media strategy.
- Keeping track of domestic violence, sexual assault and abuse news stories and the latest social media trends and proposing creative content and strategies to NO MORE Communications Manager, as needed.
- Seeking out strategic partnerships and content distribution opportunities to expand reach and to advance the mission of NO MORE with a focus on promoting visual, digital, video and audio storytelling and anti-violence campaigns created by traditionally marginalized populations.
- Developing process for data collection and reporting. Regularly analyzing and reporting on key performance metrics and making recommendations on digital media strategy, content, messaging, site design or features to improve reach and engagement through social media, email, and NO MORE's various websites.

- **CONTENT:**

Lead content creation, management and distribution across channels—web pages, email, social, and more—by:

- Understanding and communicating NO MORE’s brand positioning, key messaging and tone of voice to ensure consistency across channels.
- Maintaining content calendar and managing all related support processes, including collaborating with team members, co-founders, corporate sponsors, local, state and national nonprofit partners, and influencers to create and/or curate visual, digital, video and audio content that supports the goals of NO MORE and fits within NO MORE’s brand voice.
- Writing and editing compelling copy under tight deadlines for blogs, emails, web pages, social media, public service announcements (PSAs), and communication materials. Editing the writing of colleagues and freelance writers for style, grammar, content, and messaging to ensure alignment with the vision of NO MORE.
- Managing NO MORE’s overall web presence and ensure the content across all of our channels serves our diverse stakeholders effectively and grows the brand.
- Conducting research when appropriate on issues, strategies and, benchmarks.

- **OUTREACH:**

Provide support and guidance to partner organizations and supporters in the creation and promotion of NO MORE related messaging and resources to amplify our message, expand our reach, and drive people to take action. Including:

- Manage and respond to inquiries on NO MORE’s social media platforms and website, including promotion of the NO MORE’s resources, toolkit, online pledge, campaigns, blogs, partner resources, and NO MORE chapters.
- Interact with and support NO MORE’s ambassadors, supporters, community organizations, and global chapters as needed.

**We’re Seeking Candidates Who Have**

- Bachelor's degree in communications, fine arts, liberal arts or a related field and 2-3 years of communications, editorial or digital campaigns experience OR 5+ years experience working in written and digital content creation and/or curation with links to published works readily available.
- Experience working remotely, preferably with a global team.
- Experience working in the domestic violence, sexual assault and abuse field or as part of a thriving social justice campaign preferred.

- Familiarity with the digital marketing landscape, including an understanding of current trends.
- Outstanding interpersonal, verbal, and written communication skills.
- Strong sense of initiative, organized, and detail-oriented with the ability to prioritize and think critically about complex problems.
- Experience with website and social media management and email marketing. The ability to lead and execute, showing outstanding judgement with a high level of energy, creativity and flexibility is essential.
- Willingness to pitch in and assist with other tasks and projects periodically, as part of a small nonprofit team
- Basic knowledge of Wordpress website management, HTML, and/or CSS.
- Basic knowledge of email marketing platforms (Mailchimp and/or Emma), design software (Adobe Creative Suite and/or Canva), and cloud-based applications (i.e., Google Drive, Dropbox).

**Additional:**

- Persons from communities of color, traditionally marginalized populations and survivors of domestic violence, sexual assault, and abuse are encouraged to apply.
- Candidate will supply their own equipment (i.e., laptop, phone).
- Very minimal travel is required, such as 1-2 in-person board or strategic planning meetings per year.

**About NO MORE**

The NO MORE Foundation is dedicated to ending domestic violence and sexual assault by increasing awareness, inspiring action, and fueling culture change. With more than 1,400 allied organizations and over 40 state, local, and international chapters, NO MORE sparks grassroots activism, encouraging everyone—women and men, youth and adults, from all walks of life—to be part of the solution. The Foundation creates and provides public awareness campaigns, educational resources and community organizing tools free-of-charge for anyone wanting to stop and prevent violence. First launched in 2013, NO MORE has brought together the largest coalition of advocacy groups, service providers, governmental agencies, major corporations, universities, communities and individuals, all under a common brand and a unifying symbol in support of a world free of violence.

**To Apply:**

Interested candidates should send a single PDF that includes a cover letter, resume, list of two professional references (including contact information), and a writing sample to [DigitalMedia@nomore.org](mailto:DigitalMedia@nomore.org).