

## Content Creation and Copywriter



- **Immediate Start**
- **Full time two year fixed term contract**
- **Generous salary packaging available**
- **Based in North Melbourne, close to public transport and a selection of cafes**

Family Violence Response Centre is the state-wide 24/7 service for women and children experiencing violence providing immediate support, information, advocacy, referral and emergency accommodation. We are the central point of contact for the specialist family violence service system across Victoria.

This is an outstanding opportunity to make a real difference at the centre of the biggest changes in the family violence sector in Australia's history. You will work in a supportive and friendly environment that believes in ongoing development and is committed to ending family violence.

### **The Opportunity**

We currently have a wonderful opportunity for an experienced Content Writer & Copywriter to join our friendly and dedicated team.

The primary aim of this role is to contribute well-written content to a wide range of marketing & fundraising projects. You are a team player that can work autonomously. You will be skilled in juggling competing deadlines and excited by communications, marketing and all things digital.

### **Key Responsibilities:**

- Management of grant writing & submissions
- Develop, write and deliver persuasive copy for the website, email marketing campaigns, sales collateral, videos, and blogs
- Write original copy and edit content for a range of corporate marketing and communications materials
- Build and manage an editorial calendar; coordinate with other content creators to ensure standards
- Develop & manage effective relationship with trusts & foundations
- Consulting with stakeholders on messaging and tone, and alignment with the organisation's style

### **Your Profile:**

- Minimum 2-4 years professional copywriting experience with solid portfolio of work
- Tertiary qualifications in journalism, english, communications, or related discipline
- Exceptional written communication skills, ability to write efficiently, creatively, clearly, concisely and accurately for various audiences
- Demonstrated experience in the writing, editing and production of a broad range of grants, submissions, publications and media and stakeholder communications
- Proofreading experience and familiarity with standard style guides a plus



Due to an Equal Opportunity Exemption, applications for this role are open to female candidates only under Section 28 of the Equal Opportunity Act 2010.

For further information please contact [careers@safesteps.org.au](mailto:careers@safesteps.org.au)