

# Job Description

## *Communications Specialist*

The School for Synodality is a project to help local Catholic communities respond to Pope Francis' call for us to become a synodal Church. We help to support the synodal conversion of the Church in England and Wales through conversations, the development of resources and our accompaniment programmes. Through our work we hope to enable an openness to the Holy Spirit in our Church through listening, sharing and discernment.

Since launching in June this year our small team has had a huge impact in the communities engaging with our resources, talks and webinars, and we'd like the richness and quality of the synodal conversations taking place to include a broader audience.

Our hope is to better communicate the elements that are necessary for parishes, dioceses and other local Church communities to become more synodal, to capture and share examples of good practice in fun and nimble ways, and to help promote and share our resources through the Church in England and Wales.

To do this we're looking to hire a Communications Specialist to work with us to co-create and deliver a communications strategy for the next 12 months, with the support of one of the co-founders and alongside our Events and Admin Assistant.

We envision this role to be primarily responsible for external communications across various channels, but the details of this will depend upon the strategy that is developed.

As a collaboration between the Diocese of Northampton and Synod Fruits, some aspects of the School for Synodality project are managed by each organisation, and Synod Fruits will lead on this role.

### **Requirements**

- Experience of developing communications strategies and message planning
- Graphic design skills and familiarity with graphic design programmes
- Experience working in a Catholic setting
- Familiarity with digital platforms like mailchimp, youtube and squarespace
- Self starter who can work as part of a dispersed team
- Copywriting experience
- Good interpersonal communication skills
- Ability to collaborate with staff and volunteers

### **Desirable attributes**

- Video and audio editing skills

- Experience of podcast production
- Familiarity with synodality in the Catholic Church
- Experience engaging Catholic press

**Salary:** circa £40k p.a. pro rata

**Hours:** from 7.5 to 10 hours a week

**Duration:** 12 month contract

**Location:** Remote, availability to travel for occasional in-person meetings

**Employer:** Synod Fruits Ltd

There is the possibility for this role to be a contract based freelancer or PAYE.

Send a CV and cover letter to [admin@schoolforsynodality.org.uk](mailto:admin@schoolforsynodality.org.uk) by the end of 1<sup>st</sup> of March 2024. For questions about the role, email [chris@schoolforsynodality.org.uk](mailto:chris@schoolforsynodality.org.uk)