

# HUMAN RIGHTS ARTS & FILM FESTIVAL

## DIGITAL BRAND ASSISTANT

TITLE	Digital Brand Assistant
POSITION TYPE	Voluntary, 1 -2 days/ 7 -14 hours per week
APPLICATIONS CLOSE	Friday 6th October 2017 5pm

### POSITION DESCRIPTION

The Human Rights Arts & Film Festival (HRAFF) is looking for an experienced, passionate, hard-working and friendly individual to join HRAFF as **Digital Brand Assistant** in the lead up to the 2018 festival. This position plays a vital role in developing HRAFF's reach, brand and online content.

### ABOUT HRAFF

HRAFF is a not-for-profit incorporated association committed to making human rights accessible, relevant and significant to all Australians. The Festival aims to advance and encourage discussion and debate among the broader community, to showcase and support Australian and international artists, to promote works that are important and relevant to our community and bring audiences closer to relevant organisations operating in the human rights space.

HRAFF presents a vibrant, multifaceted festival, including film, visual art, music and forums that combine a diverse array of creative responses to contemporary human rights issues. More information can be found here: <http://hraff.org.au/>

### WORKING HOURS

The expected time commitment for the role is one to two days (7 - 14 hours) per week.

### RESPONSIBILITIES

- Develop and support the launch of the Human Rights Arts & Film Festival ambassador program.
- Work with key human rights organisations to generate co-produced content and editorial around human rights, arts and film.

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## REQUIRED SKILLS

- Knowledge and demonstrated experience in online marketing and social media strategy and delivery.
- Excellent communication skills, both written and oral.
- Strong attention to detail
- Demonstrated knowledge of leaders, activists, advocates and organisations that work in the human rights space.
- Self-motivation and ability to take responsibility.
- Demonstrated ability to problem-solve and use initiative.
- Excellent teamwork skills.
- An interest in human rights, film and arts.

## PRACTICALITIES

This is a volunteer role, however a highly rewarding one, with real responsibilities. The successful applicant will gain invaluable practical experience and establish industry connections.

To apply, please submit your CV and a short cover letter outlining your skills and experience. Please submit your application by Friday 6 October 2017 marked Digital Brand Assistant in the subject line to Vy Wijekumar, Marketing & Partnerships Director at [hr@hraff.org.au](mailto:hr@hraff.org.au).

Shortlisted applicants will be interviewed in Melbourne the following week. Applicants must be based in Melbourne. If you have any initial queries about the position please email Vy Wijekumar at the above email address.

HRAFF is an Equal Opportunity Employer.