

JOB DESCRIPTION

Job title:

Investigations Editor

Reports to:

Truth Defence directors

PURPOSE OF THE JOB

We are looking for someone to help build this exciting initiative started in 2020, initially on a 4-day/week contract but with opportunities to grow and expand the role in tandem with the organisation's growth. The main purpose of the job is to lead on both day to day and long form content, engage with our supporters and build campaigns around key issues that speak to our goals and mission.

MAIN DUTIES

- Day to day responsibility for updating and editing content across website and socials including daily post update, weekly blog and/or podcast, and bi-monthly mailout.
- Carry out long-form investigations and analysis of key issues related to the core themes of information suppression/manipulation, smearing of progressive voices or attacks on whistleblowers.
- Curate and organise quarterly panel discussions and events around core themes
- Report/update on activities weekly (directors), quarterly (advisory committee) and bi-annually (supporters).
- Work alongside administrative partner in fundraising drives, outreach and publicity.
- Work with partner orgs in building campaigns growing out of long-form investigations (advocacy, legal, etc)

PERSON SPECIFICATION

ATTRIBUTES

Knowledge

Technical

skills/experience

Qualifications

ESSENTIAL CRITERIA

- Critical understanding of issues related to democracy, human rights and media
- Knowledge of contemporary progressive social movements including climate justice, media reform, anti-militarism, etc.

- Effective oral and written communication skills, to address varied audiences
- Proficiency in social media and content production/editing/management
- Ability to carry out targeted and innovative research and investigations in the public interest
- Organisational and administration skills
- Experience of carrying out investigations or research in the public interest in any professional context
- Experience of publishing articles/research

- BA/BSc (or equivalent) in an appropriate subject area

DESIRABLE CRITERIA

- Coding skills
- Experience of working in a non-profit startup
- Professional journalism and/or campaigning experience

- Postgraduate degree in an

appropriate subject
area

FURTHER INFORMATION

Salary:

£28-33K pro rata

Hours:

28 hours per week (0.8 FTE)

Working pattern:

Flexible (including evenings and occasional weekends)

Probation period:

3 months

Duration of post:

1 year

HOW TO APPLY

Closing date for applications:

Midnight on 14th August 2021

Interview date:

TBC

Start date: 1st October 2021

To apply for this position please email CV and cover letter detailing how you meet the person specification to contact@truthdefence.org

Please ensure your cover letter includes full details of your employment history, education and qualifications, and recent developments and a statement on your suitability for the role. This is a key piece of information which will help us determine your suitability for the role, so please:

- Align your skills and experience with both the job description and person specification.
- Be specific about projects you've worked on or managed. What was the outcome? How did you measure success?
- If you've had a leadership role, tell us about it. How big was the team? What was the scope of your work?
- If you're a recent graduate or have limited work experience, reference projects or coursework that demonstrate relevant skills and knowledge.
- Keep it short; your cover letter should not be more than 1500 words