



RESTORATIVE JUSTICE FOR ALL INTERNATIONAL INSTITUTE

Communications Officer

About RJ4All

Restorative Justice for All (RJ4All) is an international institute with a mission to advance community cohesion and human rights locally, nationally and internationally. We redistribute power in a more equal way by delivering social justice projects, educational programmes and high-quality volunteering opportunities to the most marginalised groups of society.

Our Focus

We focus on building better and more effective social justice systems by working locally, nationally and internationally through the redistribution of power. We do this by using the values and practices of restorative justice including power sharing, fairness, equality, dignity and respect.

Founded in 2010 by Dr. Theo Gavrielides, RJ4All is now recognised as the leading, international restorative justice network with members from over 40 countries. We work in partnership with decision makers, making evidence-based arguments to achieve long-term change. To this end, we carry out research and give voice to under-represented groups.

The Role

The post is offered as part of our Associate Scheme, and has flexible working hours. The post holder will support the organisation by ensuring the effective communication of all RJ4All's activities and services, using a combination of excellent strategic and organisational skills, team leadership and management capabilities.





Organisational Chart



Key Responsibilities

- Promote and communicate all RJ4All projects and services
- Revise and keep up to-date the “corporate image” of RJ4All including designing branding material and templates
- Lead on the design of promotional material and distribute them online and offline
- Advertise RJ4All products/services on various media and online platforms
- Lead on building a database of relevant local, national and international journalists, draft press releases and arrange for interviews and press conferences
- Craft and send the RJ4All monthly newsletters
- Lead on keeping the RJ4All website up to date and coordinate the updating of all other RJ4All owned websites
- Network with industry experts and potential users to drive brand awareness
- Lead on keeping the RJ4All Comms register up to date, gather user feedback to inform Project Officers and the RJ4All team.
- Support with crowdfunding and networking activities.

Key tasks

Communication and dissemination

- To create and lead on delivering the RJ4All Communication Strategy and monitor its delivery through KPIs.

Rotherhithe Community Centre 30 Plough Way,
Rotherhithe, London SE16 2LJ
www.rj4all.info admin@rj4all.org

Company CIC no : 08684719 | D-U-N-S: 219626583 |
Ebay charity ID 125844 | CPD Membership no: 12186 |
Paypal Giving Fund number: 1138175 | EC ID:
E10008173 | EuropeAid ID: GB-2019-AKO-0605322022 |
European PIC: 941867673 |





- To lead on all RJ4All social media platforms such as Facebook / LinkedIn/ Instagram/ Twitter and develop the Youtube Channel including the RJ webinar series; review its followers and increase RJ4All's impact and audience in all its social media accounts
- To keep track of the visits, likes and clicks and the general growth of our social media presence
- To lead on the monthly newsletters
- To promote all projects and services delivered at RJ4All
- To connect, develop and maintain relationships with like-minded organisations
- To engage with and develop relationships with journalists and the media where appropriate
- To design fliers, logos, posters and create videos for promotion and communication of RJ4All activities.
- To work with the office administrator to keep the RJ4All databases up to date.
- To assist on the planning and running of RJ4All events.
- To work with the RJ4All team to promote the events, fitness classes and programmes including the pantry and the helpline.
- To create campaigns and material for celebrating key dates; to assist with RJ4All's FRED youth led campaign.

Other

- To perform any other reasonable duties as required by the Director
- To attend weekly supervisions
- To attend trainings and self-development opportunities
- Occasionally travel abroad and work over weekends and outside of office hours.

