

Women Win is recruiting a Senior Influence Coordinator

ABOUT WOMEN WIN

Founded in 2007, [Women Win \(WW\)](#) is a global multi-dimensional women's fund guided by the vision of a future where every girl and woman* exercises their rights. With a global team based largely in the Netherlands, WW collaborates with diverse partners to increase the assets, access, voice, and agency of women and girls around the world. Our work focuses on investing in and providing support for a diverse global portfolio of partners. We also aim to influence a wide range of cross-sector stakeholders and broker unusual partnerships. Women Win works to advance girls' and women's rights amidst the scarce resources currently available for feminist movements.

Our programmatic work is distributed across three "Brands" which all serve WW's overall vision, but each with their own unique mission:

- [GRLS](#): Advance the playing field that progresses gender equity in sport & through play;
- [Win-Win Strategies](#): Connect the power of business with the deep assets of women's funds and organisations to economically empower women;
- [Ignita](#): Catalyse a shift in the philanthropy ecosystem that strengthens local activists, organisations and movements' capacities to drive change on their own terms

WW's work is also supported by:

- a world-class **Finance and Operations** team;
- our '**Learn**' team which drives learning, innovation and knowledge management;
- our '**Influence**' team which focuses on resource mobilisation, thought leadership and communications coordination across the organisation.
- our '**People & Culture**' team which focuses on Women Win's values and leadership ethos to create and maintain a unique and fun working environment and sustain a diverse, thriving team.

ABOUT THE ROLE

The Senior Influence Coordinator is an exciting new role at Women Win (WW) and a key position within the Influence Team. This position is for someone who enjoys taking initiative and moving work forward while being across the details and collaborating with multiple stakeholders. This role spans across two portfolios of work: supporting WW's resource mobilisation (RM) and stakeholder engagement as well as coordinating communications across the organisation including driving forward WW impact-based storytelling efforts in line with the Influence strategy.

Excellent storytelling skills, tech savvy and passionate about gender justice are a must for this role as well as someone who has experience managing projects, can organise and prioritise work under pressure and is an excellent communicator. The Snr Influence Coordinator is a full-time role within WW's Influence Team and reports to the Influence Manager.

CORE ACCOUNTABILITIES

Resource Mobilisation and Stakeholder Engagement (20%)

- Research current and potential partners and content to inform proposals for all brands
- Conduct and maintain stakeholder mappings for brands and specific projects to identify potential funders and partnerships
- Support with proposal writing and copy editing and creating content for pitch decks
- Facilitate & coordinate RM knowledge management for future fundraising opportunities and proposal writing

Communications & Impact Storytelling (70%)

Strategy

- Support the development of WW's storytelling and communications strategy to better visualise & share our impact data and stories. Liaise with Brands and Pillars to establish communications and storytelling priorities and support creating a workplan of activities and content to realise objectives and overall strategy.
- Perform communications audits regularly to inform strategy and adjust plans
- Work with the Learn and Brand Teams to continuously evolve the WW Learning Playground (evolve themes, respond to needs, drive product creation))
- Provide input into the development of the annual influence budget and annual planning processes.

Implementation

- Collaborate with the Learn team to build on and create impact-based storytelling content (graphics, templates, formats) in line with the agreed strategy and workplan.
- Maintain our communications and storytelling knowledge management system which includes calendar of key dates/events, tools and platform user manuals, and internal processes
- Ongoing curation and management of external communications and storytelling channels (e.g. social media, websites, newsletters, partner platforms) in line with WW and Brands' objectives
- Continuously improve and build on WW's Learning Playground (e.g. driving traffic, enhancing interactivity, innovating the online space)
- Lead on the Annual Report process including planning, contracting, content collection and development, review, publication and dissemination.
- Support the management and development of main WW website and other websites (ONside Fund, FREE Fund, GRDD Platform, Feminist Sport Champions Toolkit)
- Manage contractors/agencies, ensuring deliverables are provided on scope, timeline and budget (e.g. graphic design, web development, annual report, video production)
- Manage communications risks and develop public statements as necessary in liaison with the Leadership Team.
- Steward WW brands and manage visual identities, ensuring content matches brand guidelines, values, aesthetics and strategy

Misc. (10%)

- Participation in various Special Project teams and other ongoing work of WW as required.

Education – Experience – Skills Requirements

Education: at least a university degree in a relevant field e.g. Communications, Journalism, Gender, International Business, Sport for Development, Human Rights etc.

Experience & Skills: In addition to Senior Coordinator level competencies (as described above), the candidate should have:

- 3-6 years' work experience in a relevant field; in particular communications, design, web mgmt., branding and/or marketing
- Keen awareness of women's rights issues and key stakeholders in the women's rights movement and/or philanthropy including professional experience working on women's rights or social justice issues.
- Capacity to carry WW's feminist voice – a passion for gender justice and the ability to translate complex feminist concepts to our audiences
- Solid experience and love of storytelling, digital content creation, graphic design, data visualisation, web development and social media management.
- Experience working with and/or developing online tools/eLearning resources and troubleshooting problems.
- Aptitude to “see the big picture”, manage complexity and understand multiple perspectives
- Strong project management skills: planning, coordination, monitoring and budget mgmt.
- Strong interpersonal skills with the ability to convene cross cultural and multi-stakeholder groups, moving them towards shared objectives
- Copy-writing and editing skills would be considered a strong asset
- Some experience with brand development and stewardship preferred

Travel: Ability and willingness to travel approximately 20% of the time to attend team events and retreats and represent WW externally if/when required.

Working Hours: Full time position. While location is flexible, the Senior Influence Coordinator is expected to be available across standard WW work hours (CET time zone). This is essential for this position to ensure responsiveness in our communications and ability to work effectively across all brand & pillar teams, as well as with external agencies and contractors.

Salary: Senior Coordinator level position with compensation based on the Women Win salary scale.

Languages: English fluency - orally and in writing - required. Other languages highly valued.

TO APPLY

Hiring for this position is open immediately and interested candidates are encouraged to apply as soon as possible, no later than the **Friday 12th January 2024**. Please submit the following to [the listing here](#).

- Motivation statement in the format of your choice outlining how your skills and experience make you the best candidate for this position. Please indicate when you would be available to start at WW in your motivation letter.
- English resume/CV.

Notes.

- Women Win strives to be a diverse and inclusive organization. For us, this translates to creating an environment where everyone can bring their authentic selves to work and make it easy for others to do the same. We encourage applicants with diverse backgrounds and experiences to apply.
- WW cannot procure a working permit for prospective candidates. WW will also be unable to provide individual feedback to applicants who are not short-listed.
- When we collect your personal information as part of a job application or offer of employment, we do so in accordance with industry standards and best practices and in compliance with applicable privacy laws. WW is committed to offering reasonable accommodations to job applicants with disabilities. If you need assistance or an accommodation due to a disability, please contact us at hr@womenwin.org.

To all recruitment agencies: WW does not accept agency resumes. Please do not forward resumes to our jobs alias, our employees or any other organisation location. WW is not responsible for any fees related to unsolicited resumes.