



Job Title: Volunteer Press Officer

Organisation: Chichester Pride

Location: Chichester, West Sussex

Type: Volunteer Position (Part-time, flexible hours)

About Chichester Pride: Chichester Pride is a dynamic and inclusive community organisation dedicated to advancing diversity, equality, and inclusivity in Chichester and its surrounding areas. Our annual Pride event and advocacy initiatives aim to create a more accepting and inclusive society for LGBTQ+ individuals and their allies.

Job Description: Chichester Pride is seeking an enthusiastic and motivated Volunteer Press Officer to join our team. As a Volunteer Press Officer, you will play a crucial role in elevating our organisation's visibility, fostering relationships with media outlets, and ensuring that our message of acceptance and inclusivity reaches a broad audience. This is a volunteer position and Chichester Pride welcomes applications from individuals of all backgrounds, including LGBTQ+ individuals and allies. Join us in making a positive impact and helping us build a more accepting and inclusive community!

Key Responsibilities:

- Assist in the development and execution of a comprehensive media relations strategy to promote Chichester Pride's mission and events.
- Cultivate and maintain relationships with local, regional, and national media outlets, journalists, and bloggers.
- Assist our marketing team in creating and distributing press releases, media kits, and other materials to effectively convey Chichester Pride's message.
- Help monitor media coverage and assess the effectiveness of our PR efforts.
- Act as a point of contact for media inquiries and interview requests.
- Support the organisation in organising press conferences, interviews, and media briefings when required.
- Collaborate with the marketing and social media teams to ensure a unified and consistent message across all communication channels.
- Contribute to managing any potential PR issues and assist with crisis communication as needed.
- Participate in Chichester Pride events and activities to provide on-site media support.

- Aid in the development of content for the organised events, website, newsletters, and social media channels.
- Time commitment variable, averaging 5 to 10 hours per month, inclusive of monthly committee meetings, with some increased commitment during Pride season.

Qualifications:

- Passion for LGBTQ+ advocacy and a strong commitment to Chichester Pride's mission.
- Excellent written and verbal communication skills.
- Ability to build and nurture professional relationships.
- Enthusiasm to work independently and as part of a passionate team.
- Flexibility to contribute time outside of regular business hours, including evenings and weekends, for events and media support.

How to Apply: If you are excited to join our team as a Volunteer Press Officer and be part of the movement to promote diversity, equality, and inclusivity in Chichester, please send your resume and a brief cover letter outlining your interest and relevant experience to Tara via hello@chichesterpride.co.uk. Applications will be accepted on a rolling basis until the position is filled.