



Content & Communications Coordinator

Application deadline: October 10, 2025

Location: Remote (Latin America)

Start: Immediate

Contract: Full-time, 12 months (renewable)

Compensation: Commensurate with experience and location

About the role

GQUAL is hiring a **Content & Communications Coordinator** to design and run communications that drive advocacy for gender parity in international decision-making spaces. This is a creative and hands-on role: you'll expand GQUAL's content creation and storytelling, run our digital presence, and help position the campaign at the national, regional, and global levels.

You'll report to the Campaign Director and collaborate with GQUAL's Secretariat, Team, and CEJIL's communications staff.

What you'll do

- **Design and implement comms strategy:** map audiences, set goals and KPIs, integrate across channels.
- **Run our channels:** manage website and LinkedIn (EN/ES); lead social media calendars, growth, and engagement.
- **Expand content creation:** write/edit EN/ES materials (press notes, newsletters, web copy, briefs); launch new formats (blog space, graphics, videos, podcasts, storytelling pieces).
- **Outreach & media:** build journalist lists; pitch stories; strengthen partner and network communications.
- **Campaign with purpose:** promote open seats, research, and advocacy opportunities; target priority audiences.
- **Events support:** communications for panels, webinars, workshops, mentoring (including live coverage).
- **Team coordination:** supervise work of community manager, consultants, vendors, and interns.

Your expertise

- BA in journalism/communications/marketing (MA a plus).
- 5+ years in communications/advocacy (strategy + execution); **experience in campaigning and content creation** strongly valued.
- Track record in human rights, gender equality, or public-interest work.
- Fluently bilingual in Spanish and English (written/oral); Portuguese a plus.
- Excellent writing, editing, and storytelling; ability to simplify complex issues.
- Digital toolkit: WordPress, Canva, Adobe, Mailchimp, social media platforms, analytics.
- Ability to work under deadlines, remotely, and in multicultural settings.
- Availability to travel internationally.

Plus

gqualcampaign.org
@gqualcampaign
company/gqual-campaign



- Media relations experience.
- Experience coordinating creative vendors and budgets.
- Advocacy communications in multilateral spaces (UN/OAS) or with governments/diplomats.

Why GQUAL

Since 2015, GQUAL has mobilized a global network to change how leaders of international justice and multilateral bodies are selected—advancing parity as a **standard, not an aspiration**. Join us to scale impact and help shape GQUAL's **next generation of content and communications**.

How to apply

Send your application to gqual@cejil.org with the subject “**Communications Coordination – [Your Name]**” by **October 10, 2025** (end of day, your local time). Include:

1. Cover letter (EN) explaining your fit, motivation, and what you would bring to GQUAL's communications and content creation.
2. CV highlighting relevant communications/advocacy experience.
3. Two references (at least one former supervisor).
4. Portfolio or 2–3 work samples (links or PDFs), including campaigns or content you helped develop.

GQUAL/CEJIL is an equal opportunity employer. We value diversity and strongly encourage applications from the Global South and underrepresented groups.