

## ***Communications Assistant – The Future of Free Speech Project***

The Future of Free Speech Project (FFS) is seeking a skilled and enthusiastic Communications Assistant to support our communication efforts. The ideal candidate will have experience in nonprofit/think tank communications and be able to work collaboratively with staff and stakeholders to develop and implement effective communication plans that support our mission of providing cutting-edge research that promotes and defends free speech globally.

### **About The Future of Free Speech Project**

On April 1, 2023, Justitia's The Future of Free Speech Project opened a U.S.-based office at Vanderbilt University. The office at Vanderbilt will be led by Justitia CEO [Jacob Mchangama](#) and aims to foster a thriving global culture of free speech, particularly where free speech is under threat in authoritarian states and democracies, online and offline.

The announcement coincided with two recent articles in the New York Times. [The first](#) – on the U.S. Supreme Court decision of *New York Times v. Sullivan* – was published Friday, April 12, 2023, by FFS Non-Resident Senior Fellow [Jeff Kosseff](#), and [the second](#) – in which Jacob was interviewed about the mission of FFS – was published on April 16, 2023, by [David French](#), a New York Times Opinion columnist.

The project has [published cutting-edge research and provided influential commentary](#) on the state of global freedom of expression that has been featured in over 900 media outlets in more than 60 countries.

Through rigorous empirical research and cutting-edge advocacy, we focus on how freedom of expression can be strengthened to empower democracy, tolerance, and the rule of law, and how the harms of free expression can be mitigated through non-restrictive measures.

### **Duties And Responsibilities**

- Support the development and implementation of communication strategies and plans that promote and defend global free speech and support the mission, goals, and objectives of the organization.
- Create and edit content for various communication channels, including social media, email, website, and print materials, that promotes global free speech and highlights our research and advocacy work.
- Assist with managing the organization's social media accounts and developing strategies for increasing engagement and reach around free speech issues.
- Work with program staff to develop messaging and communication strategies for various campaigns and initiatives related to free speech.
- Assist with developing relationships with media outlets and securing coverage of our free speech advocacy work.
- Support the coordination and management of special events and fundraising initiatives that promote and raise funds for our free speech advocacy work.
- Provide assistance with training and guidance to staff and volunteers on communication best practices and the importance of free speech.
- Assist with monitoring and reporting on the effectiveness of communication efforts related to free speech advocacy, using analytics and other tools to track engagement and reach.
- Support the development and production of podcast episodes and other multimedia content that promotes free speech and our advocacy work.
- Other duties as assigned.

### **Qualifications**

- A bachelor's degree in communications, public relations, marketing from an accredited institution of higher education or equivalent experience is necessary.

- 1-2 years of experience in nonprofit communications or related field, with a focus on advocacy and free speech issues (both online and offline).
- Strong writing and editing skills, with experience creating content for a variety of communication channels that promotes and defends free speech.
- Experience with social media management and developing social media strategies around free speech issues.
- Ability to work collaboratively with staff and stakeholders to develop and implement communication plans that support free speech advocacy.
- Strong organizational and project management skills, with the ability to manage multiple projects and priorities simultaneously.
- Experience with event planning and management, particularly events related to free speech advocacy.
- Knowledge of analytics tools and ability to use data to inform communication strategies related to free speech advocacy.
- Passion for and understanding of the importance of free speech in society and the unique communication challenges faced by free speech nonprofits.

Our organization allows for a flexible hybrid work model. Interested candidates can send a cover letter and CV to Wendy Burch at [wendy@futurefreespeech.com](mailto:wendy@futurefreespeech.com).

### **Commitment to Equity, Diversity, and Inclusion**

At Vanderbilt University, we are intentional about and assume accountability for fostering advancement and respect for equity, diversity, and inclusion for all students, faculty, and staff. Our commitment to diversity makes us who we are. We have created a community that celebrates differences and lets individuality thrive. As part of this commitment, we actively value diversity in our workplace and learning environments as we seek to take advantage of the rich backgrounds and abilities of everyone. The diverse voices of Vanderbilt represent an invaluable resource for the University in its efforts to fulfill its mission and strive to be an example of excellence in higher education.

Vanderbilt University is an equal opportunity, affirmative action employer. Women, minorities, people with disabilities and protected veterans are encouraged to apply.

Please note, all candidates selected for an offer of employment are subject to pre-employment background checks, which may include but are not limited to, based on the role for which they have been selected: criminal history, education verification, social media review, motor vehicle records, credit history, and professional license verification.

### **Vanderbilt is a community of talented and diverse staff & faculty!**

At **Vanderbilt University**, our work - regardless of title or role - is in service to an important and noble mission in which every member of our community serves in advancing knowledge and transforming lives on a daily basis. Located in Nashville, Tennessee, on a 330+ acre campus and arboretum dating back to 1873, Vanderbilt is proud to have been named as one of "America's Best Large Employers" as well as a top employer in Tennessee and the Nashville metropolitan area by Forbes for several years running. We welcome those who are interested in learning and growing professionally with an employer that strives to create, foster and sustain opportunities as an employer of choice through:

- Working and growing together as a community of communities... we are One Vanderbilt.
- Providing a work environment where every staff and faculty member can be their authentic and best self, while providing the resources and opportunities to learn and grow.
- Encouraging development, collaboration, and partnership both internally and externally while fostering the value that every member of the Vanderbilt community can lead and grow regardless of title or position.

We understand you have a choice when choosing where to work and pursue a career. We understand you are unique and have a story. We want to hear it. We encourage you to apply today so that you might become a part of our story.

Vanderbilt University has made the health and safety of our students, faculty and staff and our surrounding communities a top priority. As part of that commitment, the University requires all employees to (1) participate in any required on-campus COVID-19 testing protocol as may then be in effect, or (2) show proof of full vaccination against COVID-19.

Interested candidates can send a cover letter and CV to Wendy Burch at [wendy@futurefreespeech.com](mailto:wendy@futurefreespeech.com).