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| **TITLE:**  Global Corporate Communications Manager | | |
| **TEAM/PROGRAMME:**  Global Corporate Communications | **LOCATION:**  **UK** or any existing Save the Children International Regional or Country office **Worldwide.** | |
| **GRADE**: C Mid-Senior level | **CONTRACT LENGTH:**  Full time | |
| **CHILD SAFEGUARDING:**  Level 1:  A basic criminal record background (DBS) check is required/equivalent police record check | | |
| **ROLE PURPOSE:**  Save the Children is the world’s first, and largest, independent children’s rights organisation. Our founder, Eglantyne Jebb, wrote the first draft for the UN Declaration of the Rights of the Child in 1923, and we’ve worked to uphold it ever since. Generations later, her pioneering work is being influenced by children themselves. Today, we are still going strong, working in over 100 countries worldwide to build a world where every child can thrive, grow up healthy, educated and safe, and look forward to a future full of promise.    Our ambition for 2030 is to create a world in which all children:   * [Survive](https://www.savethechildren.net/what-we-do/survival): No child dies from preventable causes before their fifth birthday * [Learn](https://www.savethechildren.net/what-we-do/learning): All children learn from a quality basic education * [Are Protected](https://www.savethechildren.net/what-we-do/protection): Violence against children is no longer tolerated.   To deliver on these 2030 breakthroughs for children, Save the Children operates in three-year strategy cycles, and has developed an ambitious strategy for 2022-24, focused on transforming and amplifying impact for and with children.    In the last 12 months, the climate crisis has worsened, the conflict in Ukraine has displaced millions of people and children, and the ripple effects and aftermath of the pandemic have resulted in a cost-of-living crisis and worsening global hunger crisis at an unprecedented scale. Globally, 426 million children live in conflict zones in constant fear, their childhoods stolen. We are witnessing the worst child rights crisis in decades. The needs are greater than ever before and so is the urgency for us to scale our impact.  The Global Corporate Communications Manager is responsible for developing corporate communications strategies that demonstrate Save the Children’s impact for and with children globally. This role will also lead Save the Children’s annual reporting process, overseeing the production of our global corporate reports, helping build trust and brand equity with our internal and external audiences.  The post holder works collaboratively with brand, digital, content, media, communications, programme, and fundraising colleagues in Save the Children Members and Country Offices, the Communications and Engagement team and the Global Media Unit to develop integrated communications strategies. | | |
| **SCOPE OF ROLE:**  **Reports to:** Head of Corporate Communications  **Staff reporting to this post:** none  **Budget Responsibilities:** no direct responsibility  **Role Dimensions**: this is a highly demanding, fast-moving role that requires strong skills in communications strategy development, internal communications, employee engagement, project management, written and spoken communication. The role will require an ability to work in a networked structure across functional and geographical boundaries. | | |
| KEY AREAS OF ACCOUNTABILITY:   1. Develop and implement corporate communications strategies that demonstrate Save the Children’s impact for and with children globally. 2. Lead the production of key corporate communications reports including our Trustees & Annual Report, as well as our Global Accountability Report. Manage agency partners where appropriate. 3. Build thought leadership through our corporate communications work. This may include development of corporate communications products and channels which include key messages, op-eds, blogs and social media content. 4. Develop corporate communications messaging and tone of voice to be used across products and channels - ensuring the consistency and coherence of our external communication by working closely with communications, digital and brand colleagues globally. 5. Support communications about our global strategy with internal and external stakeholders. 6. Work closely with our People & Organisation team to ensure their messages are clearly communicated to external audiences. | | |
| **BEHAVIOURS (Values in Practice**)  **Accountability:**   * holds self accountable for making decisions, managing resources efficiently, achieving and role modelling Save the Children values * holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved.   **Ambition:**   * sets ambitious and challenging goals for themselves and their team, takes responsibility for their own personal development and encourages their team to do the same * widely shares their personal vision for Save the Children, engages and motivates others * future orientated, thinks strategically and on a global scale.   **Collaboration:**   * builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters * values diversity, sees it as a source of competitive strength * approachable, good listener, easy to talk to.   **Creativity:**   * develops and encourages new and innovative solutions * willing to take disciplined risks.   **Integrity:**   * honest, encourages openness and transparency; demonstrates highest levels of integrity | | |
| **QUALIFICATIONS**  Educated to degree level in a relevant field (e.g. International Development; Politics, International Relations; communications, public relations and/or marketing), or equivalent work experience. | | |
| **EXPERIENCE AND SKILLS**   * Strong editorial, storytelling and copywriting/editing skills * Excellent written and verbal communication skills to motivate, influence and negotiate both internally and externally * Proven success in developing and implementing communications strategies * Demonstrated success in delivering high-quality communications, products or tools targeting a diverse range of audiences * Demonstrates a high level of interpersonal and communication skills including influencing and negotiation * Cultural sensitivity * Experience in developing and managing communications content and tools and making best use of content * Written communication skills in English, with a proven ability to distil large amounts of information for diverse audiences; skills in other languages would be an advantage * Exceptional planning and organisational skills, with an ability to meet deadlines and manage multiple demands and competing priorities, while maintaining high quality standards * Innovative thinker, enjoys developing and testing new ideas and ways of addressing issues or driving engagement * Great ability to work as part of a team within a networked structure, and to maintain good working relationships with colleagues across functional and geographical boundaries * Significant ability to work in a fast-paced environment and to adapt work plans flexibly depending on external opportunities * Demonstrated commitment to Save the Children’s mission and values | | |
| **Additional job responsibilities**  The job duties and responsibilities as set out above are not exhaustive and the Post holder may be required to carry out additional duties appropriate to their level of skills and experience. | | |
| **Equal Opportunities**  The post holder is required to carry out the duties in accordance with the SCI Equal Opportunities and Diversity policies and procedures. | | |
| **Child Safeguarding:**  We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse. | | |
| **Safeguarding our Staff:**  The post holder is required to carry out the duties in accordance with the SCI anti-harassment policy | | |
| **Health and Safety**  The post holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures. | | |
| **JD written by: Katrina Kyselytzia** | | **Date: February 2023** |
| **JD agreed by: Alicia Robinson** | | **Date: February 2023** |