



Recruitment Pack

**Communications Officer**

**June 2026**

**Dear Candidate,**

Thank you for your interest in the Communications Officer role.

Anti-Slavery International is the world's oldest human rights organisation. Our vision is freedom from slavery for everyone, everywhere, always.

This is an exciting moment to join Anti-Slavery International. We have embarked on the development of a new organisational strategy where all staff are working on contributing to shaping this vision, and we are looking for people who are excited to help us define the next chapter of our work and impact. The role will be essential in supporting the refresh of our organisational messages.

We are looking for an experienced Communications Officer to join the Communications & Impact team. This varied role will suit a communications all-rounder with an interest in growing their skills and experience in media, editorial, publications and impactful content. This role will suit someone who is a skilled editor and writer, who is confident and able to juggle multiple tasks concurrently.

The role is managed by the Head of Communications & Impact and works closely with the Digital Officer, the fundraising team, and advocacy and programmes teams.

The deadline for applications is **23:59 on 30 June 2026**. Interviews will likely be held on week commencing **6 July 2026**. The start date for this role is 3 August 2026, though flexibility for a later date will be considered for the right candidate.

If you think this fits with your expertise and ambition, we would love to hear from you.

Best wishes

**Yasmina Nuny Silva**  
**Head of Communications and Impact**

## Job Description

### Communications Officer

GRADE	B1-B4
SALARY	£36,750 - £40,126
CONTRACT TYPE	Permanent, full-time
HOURS	This role is offered as a full-time position at 35 hours per week
LOCATION	Based in Vauxhall, London, with hybrid-working arrangements
DATE	15 June 2026

## ANTI-SLAVERY INTERNATIONAL

Anti-Slavery International is the world's oldest human rights organisation. Our vision is freedom from slavery for everyone, everywhere, always.

We believe that modern slavery is a contemporary issue of the highest importance and we are determined to work with others to make sure people can be free from slavery across the world. Our strategy commits us to working on four focus themes to drive systemic change and help end slavery for everyone everywhere:

- Child Slavery
- Responsible business
- Trafficking
- Climate Change and Slavery

You can read more about us and how we work in the 'About Us' document [on our recruiting webpage](#).

## THE ROLE

The Communications Officer plays a key role within the Communications & Impact team. This role will help to raise Anti-Slavery International's public profile and brand trust, enhance our partnerships and help us reach our advocacy and fundraising goals.

The Communications Officer will play a pivotal role in growing awareness of Anti-Slavery International, supporting media engagement, driving trust in the Anti-Slavery International brand and contributing to our corporate and advocacy publications. The successful candidate will have an exceptional eye for detail,

strong copywriting and editorial skills, experience working with journalists, and experience in producing sharp, impactful visual communications.

We are looking for someone with a range of communications skills, including strong editorial and publications skills, media experience, and an interest and experience in ethical content and content development. The successful candidate will be passionate about the impact of Anti-Slavery International.

## MAIN TASKS

### Media Relations

- Jointly with the Head of Communications & Impact, act as a point of contact for all media and press activity through the media inbox and media phone.
- Jointly with the Head of Communications & Impact, produce agreed press releases and statements for journalists. Respond promptly to journalist queries, draft, edit and share approved lines, liaising as needed with relevant colleagues or partners.
- Implement a comprehensive and proactive media strategy, supporting the Head of Communications & Impact and other colleagues with media research, planning, and crafting compelling content to entice journalists and the media to support our work.
- Develop and foster strong relationships with key media outlets in the sector and journalists, broadcasters and editors to secure coverage that helps to influence key decision-makers and engage our audiences in our work. Manage the Anti-Slavery International press list.
- Scan for breaking news stories relevant to our areas of work and share them with colleagues as appropriate.
- Track, analyse and report on media activity for internal teams, external partners and our board.
- Scan for areas of reputational risk and support the Head of Communications & Impact with preparing for and handling reputational risk.

### Message and content

- Maintain a library of audience-focused content, including historic and contemporary imagery, illustrations, case studies and videos.
- Work closely with the Head of Communications & Impact, and other audience managers to identify and deliver content opportunities that support Anti-Slavery International's engagement and mobilisation activities.
- Serve as an ambassador for ethical content use across the organisation and

keep up to date with relevant sector improvements.

- Make sure imagery and stories are compliant with Anti-Slavery International's consent and safeguarding policies. Maintain records of usage licenses and manage and monitor systems to retire content when licenses and consent expire.
- Respond to requests for licensing Anti-Slavery International content, such as factsheets and historic images.

### **Drive engagement through Anti-Slavery International's social media channels**

- With the Digital Officer, co-manage the content calendar and plan and support in scheduling content across all platforms to mobilise and engage audiences as needed.
- Engage in weekly planning meetings to coordinate with fundraising, communications and advocacy colleagues.
- Support on the development of strategies to grow the reach, engagement and audience size of all of Anti-Slavery International's social media channels e.g. Facebook, Instagram, LinkedIn and Blue Sky.
- Identify and exploit short-notice opportunities to use social media to champion Anti-Slavery International's campaigning objectives and acquire new supporters.
- Conduct "social listening," feeding back to others in the organisation on relevant news and online trends relating to Anti-Slavery International's subject area.
- Maintain a good understanding of the news cycle relating to human rights and modern slavery.
- Respond to questions, queries, and complaints through Anti-Slavery International's social media channels.

### **Editorial and publications**

- Draft and project-manage corporate publications such as the twice-yearly supporter facing Reporter magazine and the Annual Review. Work with external writers, editors and designers as needed.
- Jointly with the team lead, be a primary point of contact for publications planning, coordinating or supporting the formatting and rollout of publications.
- Along with the Head of Communications & Impact, copywrite, proofread and edit Anti-Slavery International publications and blogs in line with the charity's key messages and priorities.
- Provide editorial and visual formatting support across the organisation,

reviewing and editing (and sometimes drafting) website content, speeches, blogs and publications.

### Other

- Maintain up-to-date communications planning tools and invite inputs from all staff on a quarterly basis.
- With the Head of Communications & Impact, oversee the work of volunteers supporting the communications function.
- Undertake reasonable tasks requested by the Head of Communications & Impact, as required.
- Be prepared to undertake occasional work outside of regular hours, including a rota system to monitor the out-of-hours media phone, and support with occasional events and high-profile media work.

## PERSON SPECIFICATION

### Essential

- Expertise in working with a press team, communicating with a journalist and working with tight deadlines.
- Excellent audience-centred copywriting and editing skills, a strong eye for detail and creative visual content.
- Proven experience of turning complex issues or causes into plain language, and simple and engaging images.
- Demonstrable experience producing publications and editorial work e.g. editing and drafting blogs, marketing material, briefs, and research papers.
- Experience in designing briefs and plans for photography, video and creative forms of visual content.
- Exceptional organisational skills, able to juggle short-term and fast-paced projects alongside longer-term planning and strategy. Experience of working across different teams to deliver communications goals.

### Desirable

- Interest in human rights, worker's rights, social justice and global issues.
- Experience with the Adobe Suite, in particular, Lightroom, Photoshop and InDesign. Experience of working within a campaigning organisation to drive fundraising and advocacy success.
- Experience in working with EU-based media.

## Benefits

- **Annual leave entitlement of 30 days** (on a pro rata basis) plus bank holidays.
- We pay **6% into our recognised contribution pension with TPT Retirement Solutions**, with a mandatory employee contribution of 2%.
- We offer a range of employee benefits including employee assistance programme, cycle to work scheme, annual flu jabs and annual season ticket loan. We also pay for eye tests and a contribution of £105 towards glasses for every 2 years of working with Anti-Slavery International.

## Terms and Conditions

- The position is based in Anti-Slavery International's office in Vauxhall, London, with hybrid-working arrangements in line with our policy.
- There may be a requirement for some out-of-hours work, for which time off in lieu is given.
- The role is subject to a probationary period of 4 months.
- Unison is the recognised trade union.

## How to apply

This pack includes a job description, person specification and other background information. If you would like more information, please visit our website: [www.antislavery.org](http://www.antislavery.org)

If you wish to apply for this position, please email a CV along with a supporting statement of no more than two pages, setting out why you want this role and explain how your skills and experience support your application.

Employers are required to ensure that any prospective employee has the right to work in the UK. Please confirm in your covering letter if you have the right to work in the UK. Please also include your earliest possible start date in your application.

Please submit your application to [jobs@antislavery.org](mailto:jobs@antislavery.org) using the reference 'Application - Communications Officer' in the subject line **by 23:59 on 30 June 2026**. Applications will be reviewed on a rolling basis. Interviews will likely be held on week commencing 6 July.

Please also complete the equal opportunities monitoring form available as a downloadable link on the recruitment page. The form is anonymous, and responses will be handled in strict confidence.

Employers are required to ensure that any prospective employee has the right to work in the UK. **Please confirm in your covering letter if you have the right to work in the UK.**

**We appreciate the time and effort that applicants invest in applying for opportunities with Anti-Slavery International. Unfortunately, due to high numbers of applications we receive, we regret that it will not be possible for us to reply to candidates who have not been shortlisted for interview.**

**AI tools are becoming more common, and we understand how important these technologies are for the future. When you apply for a job with Anti-Slavery International, however, it is important that your application is your own. What makes an application stand out is authenticity. We want to hear about your real experiences and achievements not what AI thinks we want to hear.**

**Reasonable adjustments – a number of AI tools are commonly used to support disability needs, and we would be happy to discuss individual needs or for you to declare this in your application.**

**If you are shortlisted for an interview you may request reasonable adjustments. This is to ensure that the interview process is accessible and inclusive.**

**In the interest of fairness, we won't be taking any meetings to discuss this post.**

We are committed to promoting equality, diversity and inclusion across the charity and our workforce. We particularly welcome and encourage applications from survivors of modern slavery, Black and Asian candidates and those from a diverse ethnic background, and disabled, LGBT+ and non-binary candidates.

We have a zero-tolerance policy on bribery and corruption, recognising that bribery is contrary to fundamental values of integrity, transparency and accountability and undermines organisational effectiveness.

We are committed to safeguarding the children and adults that our staff and representatives encounter, virtually and in-person. As such, candidates are required to commit to and uphold our organisational safeguarding principles, practice and procedures. These organisational policies include, but are not limited to, the Code of Conduct policy and Safeguarding policy. We maintain a strict zero-tolerance policy towards bullying, harassment, sexual exploitation or abuse, of any form, perpetrated by any representative of the organisation.

The purpose of this Code of Conduct is:

- To guarantee high standards of staff behaviour and integrity;
- To safeguard our staff's, interns' and volunteers' welfare and that of external stakeholders with whom we work or come into contact;
- To protect our reputation and interests.

This role may require a DBS check for travelling to projects where there is access to vulnerable groups.

In accepting appointment, you undertake to regulate your conduct in line with the requirements of this code and to undergo any background checks that may be required.

**As an organisation assessing applicants' suitability for positions which are included in the Rehabilitation of Offenders Act 1974 (Exceptions) Order using criminal record checks processed through the Disclosure and Barring Service (DBS), we comply fully with the Code of Practice and undertake to treat all applicants for positions fairly. We undertake not to discriminate unfairly against any subject of a criminal record check on the basis of a conviction or other information revealed.**



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UK Registered Charity No.1049160

[antislavery.org](http://antislavery.org)