



ShoutOut



#JOB-2400363



105 Capel Street, Dublin 1, D01 R290



No of positions : 1



Paid Position



35 hours per week



34000.00-36500.00 Euro Annually



01/07/2025



29/07/2025

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : info@shoutout.ie



Open your camera
app & point here
to view this ad
online



Communications & Development Coordinator

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

This is an ideal role for a talented and enthusiastic communications professional with a passion for LGBTI+ inclusion and an understanding of the role communications can play in driving social change. A new role at ShoutOut, the Communications & Development Coordinator will play a pivotal role in shaping the organisation's voice and brand identity in a manner that reflects ShoutOut's values. The Communications & Development Coordinator will work closely with the Education team to produce and disseminate educational content on LGBTI+ identity and community in digital and print media.

The Communications & Development Coordinator will promote ShoutOut's services to relevant stakeholders including schools, workplaces, parents & guardians, and other groups. The post holder will also be responsible for raising awareness of ShoutOut's work with the general public in order to expand the organisation's reach. The selected candidate will support the organisation's fundraising and development through promotion of the organisation's activities and through the rollout of fundraising campaigns.

The work of the Communications & Development Coordinator will be overseen by the Training & Development Manager, with collaboration and support from the broader staff team, volunteers, Board, and Steering Committee. The successful candidate will have access to training and CPD to support their role and professional development.

The successful candidate will have:

- * 2 years experience in a similar role, ideally at a charity, community, civil society organisation, or similar;
- * Experience creating content for a range of social media channels, in particular Instagram, Twitter, TikTok, LinkedIn, and Mailchimp;
- * Experience in updating and creating content for websites through platforms such as Squarespace or similar;
- * Experience creating imagery and artwork through applications such as Canva or similar;
- * High level of technological literacy in social media platforms and supporting applications;
- * Experience in tailoring content to different online audiences across a range of demographics,

interests, and backgrounds;

- * An awareness and understanding of equality, diversity and inclusion, particularly LGBTI+ inclusion;
- * The ability to efficiently and concisely research topics of relevance to ShoutOut's audiences in order to create and communicate educational content;
- * Experience in writing copy for brochures, flyers, and other relevant marketing materials;
- * Experience in working with graphic designers and videographers to produce high-quality content for social media and print.
- * A keen understanding of how to use communications channels in charitable development and fundraising;
- * Exceptional written communication skills, an eye for design and the ability to produce high-quality content for a range of audiences and channels.

To apply please forward a CV and cover letter to info@shoutout.ie by 30th July 2025, 15:00 / 3PM GMT, preferably as a single file.

- This vacancy is suitable for Remote/Blended working
- **Sector:** education

Career Level

- Experienced [Non-Managerial]