



How to Apply

To apply for the position of **Social Media and Communications Lead**, please submit the following:

1. Cover letter (maximum one page) outlining your interest in the role, whether you prefer part time or full time, a link to your portfolio of media and social media work, and at least one TikTok idea you would pitch to QDFVA
2. Current curriculum vitae, including employment history, qualifications, and the names and contact details of two professional referees. Referees will not be contacted without your prior consent.
3. Statement addressing the selection criteria (maximum two pages), responding to each of the essential criteria listed below.

Essential selection criteria:

- Demonstrated commitment to human rights, gender equality and the elimination of domestic, family and sexual violence, together with an understanding of the gendered drivers of violence against women.
- Demonstrated experience in communications, marketing, public relations, journalism, social media or a related field.
- Strong written communication and video skills with the ability to prepare engaging content for diverse audiences.
- Experience managing social media platforms and digital communication campaigns.
- Proficiency in content creation tools, social media scheduling platforms and Microsoft Office applications.
- Excellent organisational skills with the ability to manage multiple priorities and deadlines.
- Strong interpersonal skills and the ability to build productive relationships with stakeholders.
- Ability to analyse communication performance data and prepare reports.
- Understanding of brand management and stakeholder engagement principles.
- Commitment to confidentiality, professionalism and ethical conduct.

Submission Details

Applications should be emailed to info@qdfva.org.au with the subject line “**Application: Social Media and Communications Lead**” by COB Monday, 28 September 2026.

For a confidential discussion about the role, please contact Mel Armost at ceo@qdfva.org.au

Equal Opportunity and Inclusion

QDFVA is an equal opportunity employer. We welcome applications from Aboriginal and Torres Strait Islander peoples, people from culturally and linguistically diverse backgrounds, people with disability, LGBTIQ+ people and victim survivors with lived experience expertise.

If you require adjustments to participate in the recruitment process, please contact the enquiries officer above in confidence.