



Position Description: *Marketing and Communications Manager (Part-time, 0.6 FTE)*

About Mannifera

Mannifera is where Australian funders come together to back a fairer democracy and economy. By pooling money, knowledge and trust, we support impactful work early and bring together the people driving it, guided by First Nations expertise.

About the role

The Marketing Manager will play a key role in implementing Mannifera's new marketing strategy and building the profile of Mannifera with Australian funders, civil society and policy makers.

Position reports to: Director of Engagement and Partnerships

Tasks and responsibilities include:

- Developing marketing content and collateral including social media posts, case studies, reports, brochures and videos
- Implementing renewed brand positioning, style and language, drawing on a recent marketing strategy review
- Overseeing day to day management of all campaigns and channels, including the website, social media, e-newsletters, print and events
- Delivering a calendar of events to build awareness of Mannifera among potential funders
- Monitoring and maintaining website, channel and campaign performance, using analytics and audience insights to identify opportunities and improve outcomes
- Leading the production and delivery of the Annual Report in collaboration with the Mannifera team.

Key selection criteria

- A commitment to Mannifera's organisational vision and values and an understanding of issues relating to democratic and economic systems
- 5+ years of relevant experience in a similar role



- Proven ability to create and execute successful strategic marketing activities and campaigns, within a small but strategic organisation, and tight budgets
- The ability to connect and build relationships with a diverse range of stakeholders
- Excellent written, verbal and visual communication skills
- Strong event and project management skills
- Effective problem solving and analytical skills
- Strong ability to plan, manage and meet deadlines
- High proficiency with digital tools including Microsoft, Google Workspace, Canva
- Ability to work independently, as part of a small team and in collaborative settings
- An appropriate qualification or relevant experience suited to Marketing or related disciplines

Highly regarded

- Experience in the philanthropic or not-for-profit sector
- Experience in a small but growing organisation
- Experience working in remote teams and across varying locations

What we offer:

- \$90K-110K base salary (based on skills and experience, pro-rated) plus superannuation
- Flexible work arrangements and a supportive, collaborative work environment

How to apply:

To apply please submit a cover letter (maximum 2 pages) and CV (maximum 2 pages). Your cover letter should address your motivation and the relevance of your background and experience to this role. For more information about this position, please contact **Tambelin Boykin** at info@mannifera.org.au