



## **Multimedia Communications Associate**

### **June 2025**

#### **Overview:**

Equimundo: Center for Masculinities and Social Justice seeks a Multimedia Communications Associate. This position forms part of Equimundo's Communications & Advocacy team. This position reports to the Deputy Director of Communications. It is full-time, non-exempt, and based in Washington, DC (with a hybrid work-from-home/office model).

#### **About Equimundo:**

Equimundo is a global leader in promoting gender equality and preventing violence by engaging men and boys in partnership with women and girls and individuals of all gender identities. Working with men and boys to transform harmful gender norms and unequal power dynamics is critical to achieving gender equality. Our core thematic areas of work are Equity of Care, Gender Socialization, and Violence Prevention. With partners in more than 55 countries, Equimundo's work – including high-impact research, evidence-based programs, and targeted advocacy efforts – seeks to create a nonviolent, caring, and gender-equitable future for all. For more information, please visit [www.equimundo.org](http://www.equimundo.org).

#### **Job Description:**

Equimundo is seeking a Multimedia Communications Associate to lead our visual and digital communication efforts, ensuring that all public-facing materials align with the organization's branding and design standards. This includes managing and evolving the brand identity, as well as overseeing the production of high-quality visual content, such as publications, videos, motion graphics, visual storytelling, and other digital assets. They serve as the primary point of contact for website design and content management, collaborating with external vendors and internal teams to enhance user experience and maintain SEO standards. The role also supports the distribution of email marketing campaigns and some photography.

The primary areas of responsibility of the Multimedia Communications Associate are the following:

#### **Visual Design & Brand Management**

- Support the conceptualization and execution of visual materials across digital and print formats.
- Own and maintain Equimundo's branding guidelines, ensuring consistency across all platforms, programs, and campaigns.

- Develop branding for sub-campaigns or project-specific initiatives that adhere to the existing organizational guidelines.
- Provide design direction and feedback to internal teams and external vendors.
- Oversee the production of various assets, including infographics, publications, event materials, social graphics, and reports.
- Produce videos of internal experts, clips from events, interviews, and other formats.

#### **Website & Digital Strategy**

- Serve as project manager for all web development and maintenance initiatives.
- Manage external website vendors and guide the strategic direction for web presence.
- Oversee content updates across WordPress and other content management systems.
- Apply best practices in UX/UI design, SEO, and multimedia optimization.
- Use basic HTML/CSS for content customization and styling as needed.

#### **Email Marketing & Content Promotion**

- Coordinate with the Communications team to design email campaigns.
- Develop and manage newsletter cadence, content collection, and distribution.
- Liaise across departments to gather relevant content for dissemination.

#### **Cross-Functional Communications Support**

- Support design and visual communications efforts around report launches, events, and conferences.
- Provide design and marketing support for external-facing initiatives.
- Collaborate with internal teams to ensure communication alignment.

#### **Qualifications for Consideration:**

- Undergraduate degree, preferably in Graphic Design, Multimedia Design, Digital Media or Multimedia Arts, Communication Design, or Visual Communication, or equivalent work experience of 5 years in a professional setting
- 1-5 years of work experience in a related field or internship, such as a web designer, graphic designer, or videographer
- Still photography skills
- Deeply committed to diversity, equity, and inclusion
- Able to work remotely and independently
- Excellent attention to detail
- Proactive, able to handle multiple tasks and prioritize well, with strong self-motivation
- Fluency in Spanish is a plus

#### **Compensation:**

Equimundo offers competitive and fair salary ranges in Washington, D.C., as well as in not-for-profit and related sectors. For this position, the salary range is \$60,000 - \$70,000, depending on years of experience and academic qualifications. The position includes fully paid health insurance for yourself, four weeks of vacation leave plus the last week of December, federal holidays, and an employer contribution of 8% of your annual salary towards retirement.

### **Start Date**

The proposed starting date is August 2025.

### **To Apply**

To apply, please send the following documents as **one single PDF file** labeled FirstName\_LastName\_Multimedia Communications Associate, no later than **July 10**, to [jobs@equimundo.org](mailto:jobs@equimundo.org):

1. Cover letter
2. Resume
3. Work examples, portfolio
4. Three professional references

In addition:

- Please write “Multimedia Communications Associate” as the subject heading.
- Indicate if you are legally authorized to work in the United States.

Only shortlisted candidates will be contacted.

### **Equal Employment Opportunity Statement**

Please view this description as a general overview, rather than a comprehensive, mandatory list. Apply if you feel passionate about our efforts and believe you have the skills to contribute and lead in this role. We want to hear from you!

Equimundo is committed to creating and maintaining a diverse and inclusive work environment for all employees, providing them with a workplace free from discrimination and harassment. All qualified applicants will receive consideration for employment without regard to age, race, color, religion, creed, national origin including ancestry, ethnicity, sex including pregnancy, gender, gender identity, gender expression, transgender status, disability, alienage or citizenship status, military status, including past, current, or prospective service in the uniformed services, genetic information, predisposing genetic characteristics, marital status, domestic violence victim status, familial status, actual or perceived sexual orientation.

We are an equal opportunity employer, and we strongly encourage Black, Indigenous, people of color, women, people with previous felony convictions, members of the LGBTQIA+ community, and others who identify with underrepresented groups to apply.