

Communications Manager

Job Title	Communications Manager
Salary	£38,000 annual pro rata (£30,400)
Working Hours	0.8 FTE – 28 hours per week – 4 days
Contract	Fixed term for year with possibility of extension (with a four-month probationary period)
Start date	September or October 2026
Office & Role location	MDP has an office in central London. Location to be shared with approved candidates. We expect the successful candidate to be based in London or be able to commute easily. At least one day of the week should be in the office.
Reports to	Executive Director
Terms and benefits	• 25 days of paid annual leave pro rata, plus bank holidays. In addition, the MDP office closes for two paid weeks over Christmas and New Year. • 4% pension (3% employer and 5% employee contributions) • Access to training and mentoring opportunities to develop in the role, if needed. • Flexibility in working hours and TOIL. • Central London office space.

ABOUT MIGRANT DEMOCRACY PROJECT

Migrant Democracy Project (MDP) **is building migrant power in the UK**. We believe in leveraging the power of democratic participation to create just society for all residents. We build political power by getting migrants registered to vote, we organise for votes for all residents, and we support the leadership development of

migrant leaders. ***We want to build a society where migrants' interests and needs are heard, included and represented in all levels of UK politics.***

We work in solidarity. We recognise that our struggles, liberation, identities, and oppressions are interconnected. We do not exist in isolation to other communities.

Our fight for migrant justice is tied to queer and trans liberation, racial and disability justice, reproductive freedoms, freedom for Palestine and all oppressed people, anti-capitalism, and beyond.

VISION FOR THE ROLE

We are looking for a part-time Communications Manager to support MDP in the communication of our work through social media, press engagement, community storytelling, and organisational communications.

To build migrant power, we need strategic, sharp, engaging, and sometimes humorous content on migrant justice and democracy in the UK. We need to tell the stories of our communities and why the right to vote is essential to different audiences through different channels – online and in the press. This role is perfect for creatives who have skills in graphic design, video editing, and copywriting; and can support the team with creative brainstorming on the latest social media trends, meme formats, cultural references, and political opportunities for posting. You will also manage MDP's newsletter and website.

We are looking for an experienced communications professional who is passionate about migrants' rights and democratic reform to start work in September or October 2026.

CONTRACT

This is a fixed term contract for 12 months (with the possibility of extension depending on future grants), £38,000 pro rata (equivalent to £30,400 per year), with a September or October 2026 start.

When work is carried out by any Migrant Democracy Project employee outside normal working hours, time off in lieu is applied.

LOCATION AND WORKING HOURS

MDP's office is in Vauxhall, London. Staff have daily access to the office and the team works from the office together at least once a week.

This is a part-time role at 0.8 FTE. Working days are flexible, equivalent to 4 days per week between Monday to Friday, as long as most of the hours match MDP's usual working hours (9:30 am – 5:30 pm). The role holder can also have different working days on different weeks as long as that is communicated well in advance and noted in the team calendar.

The role is based in the UK and open to individuals with an existing right to work in the UK.

RESPONSIBILITIES

The Communications Manager will be responsible for the overall communications strategy for MDP as well as executing on the organisational communication outputs, including social media content, press engagement and placements, communication with our listserv, and any other communications-related tasks. You will be attuned to what the organisation is working on, including staff and wider organisers, and will be able to identify opportunities to tell stories that will recruit more people and leverage support from politicians and wider audiences to MDP's mission.

Communications Strategy Development

- Build and implement MDP's Communications Strategy. Pay attention to breaking news and the activities of MDP staff and wider Champions to develop a communications strategy in-line with MDP's organising strategy, including
 - Determining what kind of communications is needed for a moment (e.g. social media, press, etc.);
 - Determining who is the best messenger for the moment (e.g. MDP expertise, community voice, content creator, etc.);
 - Determining what messages are most effective for the moment; and
 - Determining who needs to hear the messages to move us closer to our goals (e.g. audience).

Social Media Content Development

- Develop social media content for MDP's Instagram, TikTok, and LinkedIn accounts, including:
 - Designing graphics (Canva);
 - Writing scripts for videos;
 - Filming videos and recruiting MDP Champions to film videos, sharing MDP's key narratives;
 - Editing videos (your preferred platform); and
 - Writing accompanying captions
- Work directly with MDP Champions to creatively share their stories, political analysis, and other insights on the MDP social accounts;
 - You will be able to support those less experienced with social media to produce content, by creating scripts, supporting their recording, editing, and giving MDP Champions advice on communications.
- Track social media trends and effective ways of engaging on various social media platforms;
- Engage with partner organisations, followers, and other audiences through comments, and re-shares;
- Identify and engage with influencers who can support MDP's storytelling;
- Moderate the comments section on MDP's social media posts;
- Maintain the social media content calendar;
- Engage with all MDP's staff to understand how you can tell stories about their work on social media;
- Track social media key performance indicators (KPIs) to inform content.

Press and Media Engagement

- Act as a point of contact for all media and press activity;
- Plan and craft compelling content to entice journalists and the media to support our work.
- Pitch stories and MDP Spokespersons to speak on matters relating to the work we do.
- Pitch op-eds to media publications during relevant political moments (e.g. during election season or for a large community event or demonstration);

- Identify and take up opportunities to tell the stories of MDP Champions and support them to speak to the media;
 - Find relevant opportunities in both local, regional and national media;
- Write press releases about MDP campaigns and political activities;
- Track, maintain, and expand MDP's press list.

Other Communications

- Write and design MDP's monthly newsletter;
- Maintain MDP's website up to date and with an effective SEO. Consider improvements when relevant.
- Copy-edit and provide input on external communications from other staff;
- As needed, work directly with content creators during key political moments, including research, outreach, messaging guidance, feedback, and outputs.

General team support:

MDP is a small team doing a lot! We deliver regular community events, activities, and programmes. These activities can take place in the evening and weekends. As a team, we support each other in the delivery of these activities for security, wellbeing, and capacity. For example, the Elections Manager may be delivering a weekend residential where another member of the MDP team may be present to offer general support. You will be expected to be part of some of these activities to add general capacity to the team and vice versa to the activities you lead on. When any member of the team takes part in these activities outside normal working hours, TOIL will be applied.

QUALIFICATIONS

We are looking for a creative, organised, and technically-skilled Communications Manager with the following essential skills:

- Experience recording, producing and posting content using a range of social media platforms, including Instagram and TikTok.
 - Ability to show impact in your content through e.g. more people joining a campaign as a result.

- Excellent communicator who is able to translate often complex topics into accessible content for our community members.
- Experience communicating with journalists, successfully pitching stories, and working with tight deadlines.
- Experience using design tools (e.g. Canva and Kapwing)
- Understanding of ethical storytelling practices and experience working with communities to tell their stories
- Excellent organisational skills, keeping track of key events, planning content accordingly;
- Strategic and creative thinking on crafting narratives in support of campaigns and political activities.

ESSENTIAL BEHAVIOURS

- Show a passion for and commitment for our values and building migrant power.
- Be able to work inclusively and build engagement and trust with people of all backgrounds.
- Be able to work independently and in a remote environment, whilst valuing opportunities to work as part of a close team.
- Be a good team player, able to liaise effectively with different team members and draw on people's expertise and specialisms to make decisions and ensure progress.
- Treat Migrant Democracy Project's staff and partners with dignity, respect and care – building strong and impactful relationships where possible.

DESIRABLE CRITERIA

- Lived experience of immigration.
- Experience working in Action Network.
- Experience speaking in the media.

HOW TO APPLY

Please send your CV info@migrantdemos.org.uk with the Subject Line "FIRST NAME LAST NAME COMMUNICATIONS MANAGER" by 31 August 2026. And complete [THIS](#) online form.

Please read our [AI usage guide here](#) before submitting your application.

MDP is dedicated to the kind of diversity and inclusion that makes our organisation thrive. We highly encourage people to apply who identify as migrants and refugees; women, trans or nonbinary; LGBTQIA+; Black or BIPOC; and disabled.

Please let us know if you have any access needs or requirements. We will work with you to help you achieve your best.

DECISION-MAKING TIMELINE

We are looking for the Communications Manager to start in September or October 2026. The applications will be reviewed on a rolling basis and interviews will be scheduled accordingly.

Interview process

- Stage 1: shortlisted candidates will be invited for a 20 minute interview online with the Executive Director.
- Stage 2: if successful after Stage 1, shortlisted candidates will be invited for a 75 minute interview in-person. This will include a practical exercise and questions about your experience. You will have an opportunity to ask us questions as well.

RELEVANT POLICIES

Please find relevant MDP policies here:

- [Data Protection Policy](#)
- [Diversity, Inclusion, and Equal Opportunities Policy](#)