



**Media /Communications Specialist (Part-time Contract)**

**ABOUT US:**

Tertiary Education for Care Leavers (TE4CL) - Kia Eke is a care-experienced founded and led initiative started in 2022 which aims to improve access to tertiary education for those who have been through foster care. We partner with a range of institutions to leverage their positions in the ecosystem for good, including universities, Oranga Tamariki, the Tertiary Education Commission, and VOYCE Whakarongo Mai. TE4CL - Kia Eke is an organisation committed to Te Tiriti o Waitangi. We place high importance on Te ao Māori & on ensuring iwi Māori are prioritised in our mahi.

[Our Website](#)

**ROLE:** Media Communications Specialist (Part-Time Contract)

**PURPOSE:** To develop and lead the media and communications needs of TE4CL - Kia Eke

**REPORTING TO:** Executive Director

**Services:**

Ratonga	What this looks like
<p><b>Media and Communications Development:</b> Develop and oversee our communications platforms, such as our Website, Instagram, Linked In, and any other platforms that TE4CL may see as suitable, newsletter and design for reports.</p>	<p>Co-creating the media strategy with the Executive Director.</p> <p>Implementing the media strategy including updating and maintaining TE4CL - Kia Eke's website, social media, newsletters and reports.</p> <p>Identifying and actioning areas or opportunities for improvement in line with a 'growth and continuous improvement' mindset.</p> <p>Supporting the Executive Director with media and communications tasks related to advocacy initiatives.</p>
<p><b>Monitoring and Evaluation:</b></p>	<p>Monitoring and evaluating TE4CL - Kia Eke's social media reach, impact, user feedback, trends, and growth, using</p>



	relevant reporting tools to ensure objectives are met.
<b>Media and Communications Management</b>	<p>Ensuring all social media activities are delivered to plan, on time, and within budget</p> <p>Sharing relevant posts from stakeholders, supporters, and partners in line with desired outcomes.</p> <p>Leading the delivery of communications projects and activities, and contributing to organisational updates and public relations efforts under the guidance of the Executive Director.</p>

**Remuneration:** \$32 per hour 10 hours per week, 48-week contract (extendable by a further 24 months depending on TE4CL - Kia Eke’s organisational need). Please note as a contractor, the position holder will be responsible for the payment of all relevant taxes, including GST if applicable.

**Remote Working:** Flexible hours (up to 10 hours per week) with potential access to co-working space with partner organisations around the motu. Contractor will be required to provide their own equipment (for example, laptop, hardware).

### Role Summary

Are you a media communications whiz, skilled at developing and managing web, social, and print platforms? We’re seeking a dynamic individual with excellent organisational skills to take charge of our communications platforms and support our advocacy work as we transition into our delivery phase.

### Experience:

- Experience developing and executing on an organisational media strategy
- Proven experience managing communications across social media, websites, and print media
- Excellent organisational skills and time management
- An ability to engage diverse audiences
- Knowledge of te ao Māori and Te Tiriti o Waitangi
- Familiarity with foster care or experience working in the care space (valued but not essential)



- Knowledge of the tertiary education sector (valued but not essential).

#### **Core Competencies**

- **Integrity** Engaging in all services in an honest and trustworthy way.
- **Transparency** Developing all works in a clear and communicative way.
- **Problem-Solving** Adopting a 'can-do' attitude, fronting up to any issues.
- **Time Management** Demonstrating the ability to set and meet deadlines, and respond to inquiries and tasks in a timely manner.
- **Adaptability** The ability to adapt the role and ways of working to maximise the opportunity to make an impact.
- **Open-mindedness** The ability to be open and flexible to new situations.

#### **Benefits of joining TE4CL include:**

- Making a difference
- Autonomy, agency, and flexibility in your work
- Remote working

#### **TO APPLY:**

Please send the following to [stella@te4cl-nz.org](mailto:stella@te4cl-nz.org) with 'MEDIA COMMUNICATIONS APPLICATION: YOUR LAST NAME' in the subject line:

- Cover letter (indicating your potential start date).
- Curriculum Vitae with references.
- Three examples of media/communications projects you have worked on or led.

#### **Applications will be considered and interviewed on a rolling basis.**

Applicants with care experience are particularly encouraged to apply. Flexibility in working patterns is available—please indicate this in your cover letter if this is something you would like.

#### **Our Pou:**

#### **Kaupapa:**

- We uphold and respect tino rangatiratanga of all care-experienced individuals to succeed and flourish in life through whatever pathway they choose.
- We seek to raise the expectations of the care-experienced community to know that they can succeed, and tertiary education is one (of many) options available to them, including by speaking greatness over rangatahi Māori.
- We recognise all forms of care-experienced, including whangai, and will not put up artificial barriers to receive our support.

**Wawata:**

- Our wawata is to address inequity in access to education, through inspiring the care-experienced community - of whatever age - to dream big.
- We put care leavers' access to tertiary education on the public radar as an important issue in Aotearoa.
- We aspire to an Aotearoa where passion and dedication are valued as much as academic accomplishment, and that people and institutions should recognise an individual's effort to become educated despite their difficulties.
- We embed a strengths-based approach so even if rangatahi do not see themselves as academics in the classroom, they are supported to be a lifelong learner.

**Mahi**

- We form connections with key stakeholders/staff at universities and help/encourage them to implement changes to support care leavers (e.g. scholarships, data collection, tailored advice/webpages), in a variety of ways.
- We support the care-experienced community to know what scholarships and options are available to them, and at the same time educating broader society as to the barriers care leavers face and how they can support both practically and emotionally.
- We work strategically with and alongside core partners in this space, to plug gaps, challenge thinking and bring about tangible and practical change.

**Our Whakahaere:**

- Our organisational structure will honour and uphold Te Tiriti in everything it does.
- We will have care-experienced voices in leadership roles.
- We will bring together a unique partnership of key stakeholders across Oranga Tamariki, VOYCE Whakarongo Mai, Iwi Māori and the tertiary education sector (universities, wānanga and polytechs).