



Advertisement for a Digital Media Officer

The Palestine Exploration Fund seeks to appoint a Digital Media Officer (DMO) on a part-time, fixed-term basis from 1 February 2019 until 31 Dec 2019. This person will report to the Chief Executive and Curator. The DMO will work with the Board and staff of the PEF to enhance its existing online activities and to widen its audience. This person will be responsible for the following three areas.

First, the DMO will manage the content on the PEF website. This includes periodic updates to information about events, funding grants, publications, and a range of other items. Familiarity with Textpattern CMS is desirable since the current PEF website operates on this open-source content management system.

Second, the DMO will manage the PEF blog by soliciting, editing, and publishing content at least once a fortnight.

Third, the DMO will coordinate PEF's social media activities. This will include, but is not limited to, daily posts on Twitter, Instagram, and Facebook, along with the strategic development of PEF's social media activity.

The DMO will be paid for 5 hours per week of work remunerated at £15/hour. Work hours and location are flexible. If the DMO is not located in London, occasional travel to London for meetings will be necessary.

Inquiries may be directed to the Chair, Casey Strine, at chair.pef@gmail.com.

Candidates interested in the position should submit a cover letter (no more than two sides of A4) and a current C.V. via email to chair.pef@gmail.com. The deadline for applications is 12:00 on Wednesday, 30 January.