



COMMUNICATIONS LEAD JOB DESCRIPTION

Job Title: Communications Lead

Reporting to: CEO

Hours: Full-time, remote, primary income

Language: English

WHO WE ARE

The Fungi Foundation is a global organization promoting the science, conservation, education, and cultural significance of Fungi around the world. We envision a healthy planet in which Fungi are recognized as the interconnectors of nature - key protagonists in ecosystems, promoting biodiversity and ensuring plants and animals thrive. We explore new applications and uses of Fungi to solve some of humanity's most pressing issues.

With climate change and biodiversity at the very top of the agenda for governments, NGOs, and activists around the world, we are working hard to ensure Fungi are represented effectively and that 'Funga' takes its rightful place alongside Flora and Fauna in the debates, solutions, and legislation to tackle these pressing world issues.

But this isn't easy. Fungi face decades of neglect, suffering from under-representation, and lack of research funding and science, and all too often presented as an afterthought by wildlife organizations focused on more poster-friendly causes. Fungi remains largely hidden from view, and it's our role to change this.

OUR HISTORY

The Fungi Foundation was established in Chile in 2012 by Giuliana Furci, who campaigned tirelessly to ensure Fungi were embedded in Chilean environmental law - the first country in the world where this has happened.

Since then, we have established a program of activities supporting our mission, including the creation of the world's first mycology education program for schools, conservation alongside the IUCN, science, and research, ancient forests supported by fungi, and the culture of fungi working with indigenous populations around the world.

In 2020, our headquarters moved to New York, recognizing the importance of taking to a global stage, with the creation of a 501 3c charitable foundation. From here, we intend to grow our income and influence across governments, global NGOs, and partnerships.



WHAT'S NEXT?

We are growing. Creating symbiotic partnerships and alliances, developing relationships with funders, and growing new structures to support our mission.

That's why we need fungi fanatics with the right skills and resourcefulness to make all this happen. As we grow, we need to adapt to changing contexts and circumstances, find and absorb new resources, change our behaviors, and create new structures and connections.

To do this, we are evolving our organizational structure with an Advisory Board which sits alongside our executive team. Our core team of staff and volunteers needs to evolve, too, formalizing its structure and roles so we can plan and execute activity more effectively on a global scale and with greater controls in place.

JOB PURPOSE AND CONTEXT:

Fungi Foundation Communications Lead is responsible for overseeing the implementation of both internal and external communication strategies, managing external communication channels like social media platforms, company websites, and media relations, writing copy for company newsletters or memos, and adhering to a company's brand by publishing content and marketing materials.

KEY RESPONSIBILITIES:

- Communication strategy manager.
- Social media and network lead.
- Creator of outreach content.
- Media appearances coordinator.
- Specialized media appearances coordinator.
- Press release preparations.
- Website management.
- Small donor communications lead.
- Leads team of 2 volunteers for design and community manager.
- General communication of our work in proposals and partnerships.

WORKING RELATIONSHIP:

- CEO
- Program Leads and developers
- Designer
- Web developer

CANDIDATE REQUIREMENTS & SKILLS:

- Experience in a similar role.
- Experience in creating targeted content.
- Strong knowledge of communication practices and techniques.
- Outstanding written and verbal communication skills.
- Must be able to multitask.
- Excellent organizational and leadership abilities.
- Spanish language is a plus.
- Attention to detail.