



CHINA DIALOGUE
TRUST

**SOCIAL MEDIA
OFFICER
(SOUTHEAST
ASIA)**





Who are we?

[China Dialogue Trust](#) is an independent organisation dedicated to advancing climate action by promoting an understanding of climate change and the environment across barriers of language and culture.

For 17 years, our work has illuminated both China's environmental crises and its global environmental footprint. We cover everything from innovations in green technology to the impact of belt-and-road investment to share knowledge and advance solutions.

We are a UK-registered charity headquartered in London, with a growing cohort of regional editors across China, India, Nepal, Bangladesh, Pakistan, Thailand, Indonesia, Brazil, Peru, Mexico, Argentina, Kenya, Gambia, Malawi and Sierra Leone, and a network of expert contributors and partners around the world. China Dialogue Trust researches, writes, commissions, edits and publishes news reports and analyses of environmental and climate threats, to stimulate the exchange of information and ideas between readers in diverse geographies.

China Dialogue Trust publishes across four websites:

- chinadialogue.net, our flagship site launched in 2006, reports in Chinese and English on environment and climate change, with a focus on China. It attracted nearly 1.7 million page views in 2022.
- thethirdpole.net, in English, Hindi, Urdu, Nepali, Bengali and Russian, is dedicated to understanding water, climate and the environment across Asia. It attracted nearly 1.9 million page views in 2022 and is widely syndicated across the subcontinent.
- dialogochino.net, which publishes in English, Spanish and Portuguese, was launched in 2014 and is focused on China's environmental and social impacts in Latin America. It attracted over 1.2 million page views in 2022.
- chinadialogueocean.net was launched in 2018 and focuses on China's policies and impacts on the marine environment, which are critical for the global ocean. China Dialogue Ocean attracted nearly 370,000 page views in 2022.



The role

Location:	Southeast Asia. We are not able to support visa applications for this position
Hours:	Part-time, 8 hours per week
Contract type:	Freelance, temporary, to 31 October 2024, with possibility of renewal subject to funding
Salary:	\$437 per month, invoiced
Start date:	ASAP

Description

This is an exciting opportunity to work with China Dialogue Trust as a member of its growing social media team. The Regional Social Media Officer will join the social media team, with members in our London headquarters, Africa, South Asia and Latin America, to grow and develop China Dialogue Trust's social media presence across all of its brands and online community, with a particular focus on our audience in Southeast Asia.

This role will help us develop our regional social media strategy for Southeast Asia, improve our understanding of our audience in the region, and support the organisation as we create and launch new projects and begin delivery of our new strategy, which sees an increased focus on our regional teams and audiences across the Global South.

Main responsibilities

- Work closely with the social media team to implement China Dialogue Trust's global social media strategy and
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develop our regional social media strategy for Southeast Asia;

- Work with China Dialogue Trust's editorial teams, particularly the Southeast Asia team, to promote and disseminate editorial content;
- Plan and facilitate online events;
- Monitor and evaluate the regional communications strategy for Southeast Asia and feed into monthly social media statistics meetings;
- Ensure all communication materials align with China Dialogue Trust's branding guidelines and editorial tone;
- Monitor social media for mentions of and reactions to China Dialogue Trust's work and relevant news items of interest, and feed back to the editorial team.

Essential experience, knowledge and skills

- An understanding of, and commitment to, the work and values of China Dialogue Trust;
- Experience using social media in a not-for-profit or media organisation;
- An interest in environmental and climate change issues;
- Excellent verbal, written and cross-cultural communication skills;
- Ability to work independently as well as part of a small international team;
- Ability to write compelling and concise copy for social media;
- Strong attention to detail.

Desirable experience, knowledge and skills

- Familiarity with Loomly, or other social media management programmes;
- Knowledge of Thai, Indonesian, Vietnamese, Malaysian, Khmer or other Southeast Asian languages;
- Experience of working in organisations with a multi-project portfolio;

- Experience organising online events, such as Twitter Spaces.

How to apply

Please send a CV and cover letter to apply@chinadialogue.net by 9am GMT on Tuesday 2 January 2024.

Images: Herlinde Damaerel / China Dialogue

