



# Dialogue Earth

**SOCIAL MEDIA  
OFFICER**

**(SOUTHEAST ASIA)**





## Who are we?

[Dialogue Earth](#) is an independent non-profit dedicated to producing exceptional environmental journalism and informed conversations on urgent climate and sustainability topics. Our unique model brings local voices to global audiences and global stories of hope, action and change to local communities.

Dialogue Earth 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.

We are committed to accurately portraying China's development impacts across the Global South through geopolitically even-handed reporting and constructive dialogue. A UK-registered charity headquartered in London, our approach is rooted in a network of specialist country editors located across South and Southeast Asia, Africa and Latin America, and delivered through reporting in eight languages, workshops, and media partnerships. We seek to bring light, rather than heat, to crucial debates, and solutions to bear on complex problems.





## The role

**Location:** Southeast Asia (unfortunately, we are not able to support visa applications for this position)

**Hours:** Part-time, 8 hours per week

**Contract type:** Freelance, temporary, to 31st October 2025 (with the possibility of renewal, subject to funding)

**Salary:** \$437 per month, invoiced

**Start date:** As soon as possible

This is an exciting opportunity to work with Dialogue Earth 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 Dialogue Earth'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 develop and deliver social content for regional audiences.





### *Main responsibilities*

- Work closely with the social media team to implement Dialogue Earth's global social media strategy and develop our regional social media strategy for Southeast Asia;
- Work with Dialogue Earth's editorial teams, particularly the Southeast Asia team, to promote and disseminate editorial content;
- Plan and facilitate online events;
- Ensure all communication materials align with Dialogue Earth's branding guidelines and editorial tone;
- Monitor social media for mentions of, and reactions to, Dialogue Earth's work and relevant news items of interest, and feed back to the editorial and social media teams;
- Consistently attend and contribute to fortnightly meetings with the global social media team;
- Develop and deliver Dialogue Earth's TikTok strategy to engage our Southeast Asian audiences.



### *Essential experience, knowledge and skills*

- An understanding of, and commitment to, the work and values of Dialogue Earth;
- A strong understanding of social media audiences in the region, with 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;
- An ability to work independently as well as part of a small international team;
- An 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 of organising online events, such as LinkedIn Live;
- Experience creating video content and building Southeast Asian audiences for TikTok;
- Experience working for journalism / media outlets.







## How to apply

- Please send a CV with references and a cover letter to: [apply@dialogue.earth](mailto:apply@dialogue.earth).
- Applications should be submitted in English.
- Applications and cover letters entirely written by AI will not be accepted.
- The application deadline is 9am GMT on Monday, 3rd March 2025.

We encourage applications from all regardless of age, sexuality, socio-economic background, disability, ethnicity, gender, religion, or beliefs. We are committed to building a culture of belonging and inclusion, and this is reflected in our policies and practices.

For detailed information on how your personal data is processed, please review the [Privacy Policy](#) on our website.