



# Black Gay Men's Network of Ontario

## **Our Mission**

The Black Gay Men's Network of Ontario is a centralized hub for same-gender-loving men of African, African diaspora, Afro-Latino, Caribbean, and Black identities who live, play, and work in Ontario, Canada.

## **Our Goal**

Our goal is to provide cultural, intergenerational, and mentorship opportunities, leadership, self-development and empowerment as well as activism support aimed at improving the lives of Black queer people in Ontario.

## **Volunteer Role**

Communications Lead

## **Description**

The BGMN is in the present need of a Communications Lead. As part of the Provincial Steering Committee, this motivated and creative individual will lead BGMN's communications strategy, perform related administration duties, and oversee assigned volunteers.

## **Time Commitment**

8-12 hours monthly

## **Location**

Mostly virtual, in-person meetings with advanced arrangements

## **Responsibilities:**

These include

1. Maintaining BGMN standards as outlined via volunteer training and related ethics, confidentiality, and privacy forms
2. Participation in Steering Committees as appropriate and provide high-level overview/updates
3. Adhere and/or help with the development of BGMN communications policies
4. Update/manage the BGMN website and related media accounts: FB, Instagram, Twitter, Mailchimp, etc.
5. Delegating and/or providing support to volunteer roles such as graphic designer, social media manager, copy editor, translator, etc
6. Ensure all online/social media interaction meets BGMN standards and principles
7. Draft and/or review content and concepts for approval

8. Liaison with partner organizations for co-creation and/or dissemination of media deliverables
9. Secure documentary waivers from event attendees where necessary

#### **Required Skills**

1. Proficient in reading, writing, and speaking in English
2. Either 2+ years of communications experience or related education
3. Outstanding organizational and planning abilities
4. Experience with Google Suite and WordPress
5. Experience with social media and digital communication
6. Ability to participate in volunteer management

#### **Beneficial Skills**

1. Fluency in French and/or another language
2. Experience with Adobe Creative Suite
3. Experience working with ACB 2SLGBTQ+ populations
4. Experience working in NPO marketing
5. Ability to travel as needed to execute and support events

To apply, please complete the [BGMN Volunteer Form](#). Our Volunteer Coordination will communicate the next steps.