

ANNUAL REPORT WRITER

Remote working position

We are calling for one detail-orientated, skillful communicator to write the Findhorn Foundation's 2019 annual report. In this position you will communicate the Foundation's essence to the world and facilitate connections with donors and like-minded organisations. The role allows for flexible working hours and can be carried out online. Our ideal candidate would be able to write the report on an annual basis.

We can offer national minimum wage paid per hour for up to 40 hours. This is a great opportunity to co-create a way of shining our light out into the world and celebrating what we have achieved together.

RESPONSIBILITIES

- **RESOURCING** - asking for content submissions from relevant areas and individuals within the FF
- **WRITING** - crafting a full annual report
- **LAYOUT** - work in collaboration with the designer
- **TIMELINE** - contribute writing and editing from February to May 1st 2019

SKILLS

- Completed Experience Week
- Eye for detail
- Awareness of the aims and values of the FF
- Excellent written and verbal communication
- Self-organising and self-starting



CELEBRATING THE FOUNDATION'S
annual achievements



LOVE
in action

CV and cover letter to: comms.admin@findhorn.org

Closing Date: February 3 2019

TRANSFORMING
HUMAN CONSCIOUSNESS
IN EVERYDAY LIFE

Annual Report
& *Financial Statements*

findhorn.org/jobs

