

## **Job description**

**Position:** Communications Specialist - Newsletter (volunteer)

**Location:** Remote

**Time Commitment:** quarterly newsletter and annual report (flexible schedule)

**Reports to:** Communications Manager

### **About NALZS:**

North Alabama Zoological Society (NALZS) is a nonprofit organization dedicated to bringing a zoo and aquarium to the Greater Huntsville Alabama area. As we strive to create an exceptional zoo and aquarium, our nonprofit's mission is to foster connections between the communities and visitors of North Alabama with the wonders of the world's natural habitats and wildlife. We aim to set a standard of excellence in conservation, research, action, and education of wildlife, all while inspiring a brighter future for generations to come.

### **Job Summary:**

Are you a wordsmith with a passion for wildlife and a knack for storytelling? Are you ready to unleash your creativity and spread the zoological magic through the power of newsletters and our annual report? If so, we have the perfect job for you as a Newsletter Creator Specialist at

As our Newsletter Ninja and Animal Advocate Extraordinaire, you'll be the driving force behind our captivating newsletters that connect our audience with the wonders of the animal kingdom. Get ready to channel your inner wordsmith, ignite curiosity, and inspire our supporters to join us on our mission to protect and conserve wildlife.

### **Responsibilities:**

1. *Captivating Content Creator*: Craft spellbinding articles, stories, and updates that transport our readers into the wild world of our zoological organization. From heartwarming animal tales to conservation success stories, your words will whisk our audience away on an unforgettable adventure.
2. *Design Dynamo*: Collaborate with our creative team to bring your words to life through eye-catching visuals, striking layouts, and captivating graphics. Your design prowess will turn each newsletter into a work of art!
3. *Interview Instigator*: Seek out fascinating interviews with staff to uncover the untold stories of our encounters. Get up close and personal with the society's stars, and share their secrets with our readers.
4. *Event Enthusiast*: Keep our readers in the loop about upcoming events, programs, and exciting initiatives happening with the society. Your words will generate buzz, encourage participation, and ensure nobody misses out on the fun!
5. *Wildlife Wordsmith*: Work closely with our conservation experts to craft informative and persuasive pieces that shed light on critical issues affecting wildlife. Your articles will inspire action and ignite the passion for conservation in our readers' hearts.
6. *Editing Wizard*: Polish and fine-tune every word, sentence, and paragraph to ensure grammatical accuracy, clarity, and coherence. You're the guardian of the newsletter's quality and perfection!
7. *Reader Relations Guru*: Listen to our readers' feedback, respond to inquiries, and foster a sense of community by incorporating their suggestions and ideas. After all, the newsletter is a conversation between us and our passionate supporters.

**Qualifications:**

- A deep passion for wildlife conservation and a burning desire to make a difference.
- Exceptional writing skills, with the ability to craft engaging and persuasive content.

- A creative eye for design and the ability to collaborate with a team to create visually stunning newsletters.
- Strong research skills to uncover captivating stories and fascinating facts about animals and conservation.
- Meticulous attention to detail and a passion for grammatical accuracy.
- Proven ability in creating newsletters and/or writing descriptive articles

Are you ready to unleash your Newsletter Ninja superpowers and make a difference in the world of wildlife conservation? Join our communications team today and be part of something truly wild!

Note: This is a volunteer position and does not offer financial compensation. However, it presents a unique opportunity to contribute to the establishment of a zoo and aquarium in the Greater Huntsville Alabama area and make a lasting impact on the community. It isn't very often that one gets to help build a brand-new zoo from scratch.

Thank you for your interest in joining the North Alabama Zoological Society (NALZS) Family and helping us create an exceptional zoological experience for our community.