



Job Description and Person Specification

Job Title:	Media Officer
Reports to:	Head of Communications
Salary:	£42,193, full-time, plus up to 5% employee matched pension contribution
Date call released:	14 October 2025
Deadline for applications:	16 November 2025
Start date:	ASAP
Duration:	This is a full-time role on a one-year fixed term contract, subject to extension depending on funding

About Reprieve

Reprieve is a leading international human rights organisation working to end the death penalty and abuses committed under the banner of national security. Founded in 1999, our mission remains critically relevant as governments worldwide increasingly adopt authoritarian tactics, expanding executive power at the expense of civil liberties.

You can best judge a society by how it treats prisoners, criminal defendants, and the far-flung targets of an ever-changing counter-terror policy. To us, the rule of law means little if we selectively apply it to people we agree with. It is for all of us. Liberty is always eroded at the margins

Reprieve's staff is made up of courageous and committed human rights defenders. We provide vital legal and investigative support to those facing execution and victims of rendition, torture, arbitrary detention, extrajudicial killing, and citizenship stripping. Our work spans multiple jurisdictions, challenging states' most egregious human rights violations through strategic litigation, investigations, and advocacy.

We support cases in courts worldwide while building the legal and political momentum necessary to consign these practices to history.

Based in London with Fellows and partners globally, Reprieve operates at the intersection of law, policy, and human rights, working alongside governments, senior legal practitioners, and civil society to advance systemic change.

We collaborate closely with our independent partner organization Reprieve US.

About the Role

The role of the Media Officer is to support Reprieve's communications through traditional and social media, in support of the organisation's strategic and fundraising objectives. You will be responsible for building relationships with journalists, providing media advice to Reprieve staff, and working with colleagues to ensure external messaging is consistent in quotes, briefings, social media content, and on Reprieve's website. You will help to find and develop stories, collaborating with journalists and





external partners on media that has an impact: revealing human rights abuses, shaping policy and raising the profile of our clients.

The successful candidate will have excellent writing and communication skills, and a proven ability to produce exceptional work under pressure. They will have a deep understanding of all forms of media and how to use these platforms for maximum impact, and a track record of securing media coverage on challenging issues.

Responsibilities

Proactive media work

- Implement Reprieve's communications strategies in conjunction with the Head of Communications, to ensure that our messages reach key decision-makers, supporters and the general public.
- Collaborate with casework and policy teams on strategic media plans, building stories that combine Reprieve investigations and reports, client and family testimony, legal documents, and interventions from political stakeholders.
- Pitch news stories and feature articles to journalists.
- Draft and oversee the production of press releases, op-eds and briefings to the media.
- Build contacts with journalists around the world and develop Reprieve's existing relationships, maintaining appropriate internal records.
- Brief journalists as required and draft quotable, statements from Reprieve spokespeople on relevant developments and news stories
- Arrange media interviews for Reprieve staff as appropriate. Train and brief staff ahead of media interviews and appearances.
- Support the Head of Communications in managing media around sensitive cases and issues and advising casework and project teams on press strategies for these.
- Ensure colleagues are kept up to date with developing stories, communicating progress and any relevant questions in a clear and timely way.

Reactive and defensive media work

- Undertake reactive media work, to make use of breaking news and political developments relevant to our clients and the issues we campaign on.
- Together with the Head of Communications, ensure all press queries are dealt with in a timely manner with appropriate input from relevant members of the team.
- Together with the Head of Communications, ensure that an out-of-hours contact service is available to journalists.
- Support the Head of Communications and senior management team in defensive media work, when needed, to protect our clients or Reprieve's reputation.

Media monitoring and logging





- Support the Head of Communications as required in evaluating the effectiveness of Reprieve's media work, gathering data on coverage, and assessing this alongside other relevant indicators of success.
- Maintain excellent press office systems including contact databases, media monitoring arrangements, and coverage logs.
- Help to ensure that all Reprieve media coverage is logged and documented for dissemination to funders, other key stakeholders, and for staff research, monitoring and evaluation purposes.

Social media

- Work with the Head of Mass Engagement, the Head of Communications, and other relevant team members to create video and written content for the Reprieve website and social media accounts.
- Assist in the management of Reprieve's social media accounts along with the Head of Communications, the Mass Engagement team and other relevant team members.

Other

- Where appropriate, work with other NGOs on media projects to promote shared interests and aims.
- Undertake special projects from time to time, particularly where such projects have an overall organisational focus.
- Work with the Head of Communications to identify any future areas of media work that warrant the investment of additional resources, and work with the Development Team to budget for such resources.

Key Contacts

Reporting to the Head of Communications, the Media Officer will work closely with colleagues across Reprieve's regional and project teams; relevant heads of region and project teams; the policy, campaigns, strategic litigation, and operations teams; the Directors of Policy and Advocacy, the Director of Casework, and Reprieve's Joint Executive Directors. The Media Officer will have regular contact with journalists, Reprieve partners such as other NGOs and high-profile Reprieve supporters, and Reprieve staff.

Length and Salary

This is a full-time role on a one-year fixed term contract, subject to extension depending on funding. The annual salary is £42,193 per annum less any required deductions for income tax and national insurance.

This role is based in Reprieve's London office. Reprieve operates a hybrid working model and we require staff to work 40% of their working hours from the London office and the rest of the week from home.



Your presence is important during core office hours, whether remotely or in the office. You will also be available outside of office hours in the event of an emergency, for example case developments that require urgent action. This is a role that may require travel and work outside of core office hours from time to time. Reprieve is proud to have an open and transparent pay structure, governed by a 2:1 pay ratio between the highest-paid member of staff and the lowest-paid member of staff. We are a flexible employer and offer a range of non-financial benefits to employees. We welcome applications from a range of backgrounds. [Learn more about Reprieve's salary structure and ethos.](#)

Applicants must have the current right to work in the UK for the duration of the contract, which will be checked prior to interview. Reprieve is an equal opportunity employer, and we particularly welcome applicants from Black and minority ethnic communities, members of the LGBTQI community, and those with disabilities. Reprieve is committed to fighting racism and advancing racial justice, both in our work and within Reprieve. For more information please see [our Equality, Diversity and Inclusion Statement here.](#) [You can also read more about our recruitment process.](#)

How to apply

To apply, please download the application form and job description and then upload your completed application form by **23:59 GMT on 16 November 2025**. Please note that cover letters, CVs and other documents cannot be considered for this role and should not be submitted. We are also not able to accept applications via email.

Person Specification

CRITERIA	Essential	Desirable
A genuine interest in human rights and a commitment to Reprieve's goals	✓	
The current right to live and work in the UK for the duration of the contract	✓	
Excellent writing and communication skills, and proven ability to produce exceptional work under pressure	✓	
Brilliant organiser – of yourself and others	✓	
Thorough understanding of all forms of media including social media; and a track-record of securing media coverage on challenging issues	✓	
Proven ability to manage complex and sensitive issues	✓	

REPRIEVE

A willingness to respond to press calls outside working hours, subject to a rota agreed with the Head of Communications.	✓	
Ability to think and act strategically, with a good understanding of the policy context relevant to Reprieve, and how media can be used to deliver its strategic goals	✓	
Ability to work harmoniously and creatively in a small team, and a willingness to muck in and help your colleagues during busy periods	✓	
Excellent prioritisation skills, with a collaborative approach in response to fast-moving work and shifting priorities, ensuring that multiple teams are updated on stories as they develop.	✓	
Excellent research skills	✓	
Experience pitching to a diverse range of editors	✓	
Strong media contacts		✓
Experience using the Freedom of Information Act		✓
Experience working in a busy media environment such as a newsroom, broadcast studio or press office		✓
Experience of managing social media accounts		✓