

## Vacancy Knowledge Management & Impact Officer (freelance, 8 hr/week)

*Do you want to be part of a driven team that strives for a safe public space in the Netherlands? Then we are looking for you! Fairspace is looking for a knowledge manager and impact officer for 8 hours per week.*

Fairspace was launched in 2017 out of a shared passion for intersectional and co-creative approaches to building inclusive public spaces. We focus on designing bold and inclusive strategies to end street and workplace harassment. Fairspace has built an extensive track record in comprehensive, education- and human-centred approaches to building more inclusive streets and workplaces with clients ranging from global companies to educational institutions to community organisations and international non-profits.

We are currently looking for a knowledge management and impact officer who will develop an impact strategy that will focus on transforming Fairspace's extensive work into impactful stories. In addition, this role will support in setting up and executing a knowledge management strategy to better document and structure our impact work, among other activities.

This will be the first such role within Fairspace. You'll have a lot of freedom but we'll also be looking to you for guidance on how to shape and evolve the role.

### Responsibilities will consist of:

- Set up strategy and structures for our internal knowledge management processes
- Coordinate Fairspace's impact research activities
- Translate Fairspace's work into impact stories in collaboration with our Marketing and Communications Officer
- Support Fairspace's day to day activities where possible

### Who are you?

The person we would like to welcome to our team is creative and innovative, in line with Fairspace strategy. You are responsible and can work independently. You enjoy being part of an international and intercultural team in an organization that is still developing and growing. We often explore new opportunities and offer space for your own ideas and initiatives.

### What are we looking for?

- Demonstrated experience leading knowledge management and impact work in non profit organisations or social enterprises
- You value diversity and inclusion. We would like to hear from you how you have dealt with this in the past or what ideas you have about it
- Affinity with themes such as equality, human rights and security
- Fluency in English, both verbal and written. Knowledge of the Dutch language is a plus.

### We offer:

- An informal, dynamic work environment with a focus on healthy work practices
- A freelance contract initially for six months with possibility of extension and renewal
- The possibility of working at our co-working space office in Rotterdam. Remote working is also possible.
- Training and development opportunities

### More information

You can send your cover letter and resume under the header of Knowledge Management & Impact Officer by **Monday, January 30, 2023** to FairSPACE at [info@fairspace.co](mailto:info@fairspace.co).

*FairSPACE is an equal opportunity organization that believes in the power of diversity. We encourage candidates of all backgrounds to apply. We can accommodate requests that support candidates with disabilities through the recruitment, selection and assessment process.*

*Even if you do not meet all the items on our wish list, we encourage you to apply. We'd love to get to know you!*