



Job Advertisement: Web Publisher, Diocese of Broken Bay

Join Our Communications Team – Full-Time Opportunity

The Catholic Diocese of Broken Bay is seeking a skilled and enthusiastic Web Publisher to join our Communications team. This role is essential to advancing the mission and vision of the Diocese, supporting over 215,000 Catholics across the Northern Beaches, North Shore, and Central Coast.

About the Role

As a Web Publisher, you will work with the Head of Communications and play a crucial part in ensuring our online presence is maintained with consistency and excellence. Your primary responsibilities include:

- Creating, updating, and managing content for the Diocesan website and intranet.
- Supporting parishes with website administration and providing timely technical assistance.
- Upholding diocesan branding guidelines and digital security standards.
- Contributing to the development and implementation of new digital initiatives.
- Collaborating with team members to share expertise and foster a positive work environment.

Key Requirements

The successful candidate will ideally have:

- Experience in web publishing, digital media, or related fields.
- Tertiary qualifications relevant to the role.
- Proficiency in CMS platforms, especially WordPress, along with knowledge of HTML, CSS, and SQL databases.
- Familiarity with creative tools, such as Adobe Creative Cloud.
- Strong organizational skills, attention to detail, and the ability to manage multiple priorities.
- A commitment to the teachings and mission of the Catholic Church.

Why Join Us?

Be part of a dedicated team that supports the mission of the Catholic Church. This full-time role, based in Pennant Hills, offers free onsite parking and the opportunity to work in a collaborative and supportive environment.

Apply Now

If you're passionate about web publishing and wish to make a meaningful impact within a dynamic faith-based community, we invite you to apply.



CATHOLIC
DIOCESE OF
BROKEN BAY

Applications close **Monday, 18 November 2024** (apply early, as we may close sooner if the role is filled). Applications must include a resume and cover letter outlining your experience and suitability for the role

For inquiries or to apply, contact **Anthony** at recruitment@bbcatholic.org.au

Note: Only candidates with the right to work in Australia can apply. No agency contacts, please.