

# Techie Bazaar

<https://www.techiebazaar.com.au/job/content-designer/>

## Content Designer

### Job Details

LH-06364

The Content Writer plays a crucial role in supporting the Funding and Disclosure Reform Program by crafting user-centric electoral services that reinforce public confidence in democratic processes. This position demands a blend of creativity and analytical skills to produce and refine content that resonates with diverse audiences and upholds the AEC's strategic goals.

The Content Writer is instrumental in shaping the narrative and communication strategy of the AEC. This role is designed to:

- **Champion Clarity:** Craft content that demystifies electoral processes, making them accessible and understandable to all Australians.
- **Uphold Democracy:** Support the Funding and Disclosure Reform Program in developing services that are not only user-friendly but also reinforce the integrity and trust in the democratic system.
- **Drive Engagement:** Create compelling content that engages and informs stakeholders, fostering a well-informed electorate.
- **Enhance Collaboration:** Serve as a liaison between the AEC and the public, ensuring that all content reflects the collective efforts and standards of the organisation.
- **Promote Excellence:** Elevate the quality of communication within the AEC by setting high standards for content creation and dissemination.

### Responsibilities

The key position responsibilities for the Content Writer at AEC are:

- **Content Creation & Management:** Generate and refine comprehensive content, including operational manuals, policy guides, strategic briefs, analytical reports, digital content, and presentations for both internal and external stakeholders.
- **User-Centric Design:** Employ user research, data insights, and service design methodologies to develop content that is clear, cohesive, and compelling, aligning with user requirements and organisational objectives.
- **Collaborative Engagement:** Work closely with various AEC departments and external entities to synchronise content strategies and ensure consistency across all communication channels.
- **Advisory Role:** Offer expert content strategy advice to colleagues within the Funding and Disclosure Reform Program and the broader AEC community, fostering a culture of excellence in communication.
- **Continuous Improvement:** Actively contribute to the enhancement of content guidelines, workflows, and tools, promoting best practices within the Funding and Disclosure Reform Program and across the AEC.

### Qualifications

Australian citizen eligible to get Baseline Clearance

### Contacts

Please ensure this response does not exceed 1 page in length

### Hiring organization

Techie Bazaar

### Beginning of employment

likely to be Tuesday, 26 May 2026

### Duration of employment

ASAP until 31 December 2026 – with possible extension of 18 months

### Job Location

VIC, ACT, NSW, QLD

### Working Hours

Hybrid

Applicants will preferably perform the role in Canberra. Applicants based in other states may also be considered at the discretion of the Business Area. They must work according to Canberra time. Flexible working arrangements (i.e. a combination of onsite attendance at an AEC office and remote working) will be considered and can be negotiated during the onboarding process at the discretion of the business area/hiring manager.

please ensure your resume is no more than 3 pages.

### **Assessment Criteria**

- Education: Bachelor's degree in communication, journalism, or a related field, or equivalent professional experience.
- Experience: Proven track record in creating content for digital platforms, with a flair for crafting clear, engaging narratives that meet strategic goals.
- Collaboration: Demonstrated ability to collaborate effectively with diverse teams and external partners.
- Project Management: Strong organisational skills, with the capacity to prioritise tasks and meet deadlines in a dynamic environment.
- Advisory Skills: Competence in providing guidance on content strategy and best practices.
- Familiarity with digital marketing and SEO strategies.
- Proficiency in researching, analysing, and integrating information from various sources.
- Experience with content management systems and digital tools.

### **About the Team**

The Funding and Disclosure Reform (FAD) Program was established to enable the AEC to implement and administer legislative amendments to the Commonwealth Funding and Disclosure Scheme (the Scheme) as set out in Part XX of the Commonwealth Electoral Act 1918 (Electoral Act) to increase transparency and accountability in Australia's electoral system. The FAD Program is made up of three branches – the Program Management Office Branch, the Regulatory Enablement Branch, and the Technology Delivery Branch – that will work together to uplift the AEC's regulatory capability by designing, building and implementing new processes, resourcing, tools, systems and technology to successfully administer the Scheme.