



Editor

Who We Are

Human Rights Research Center (HRRC) is an established nonprofit start-up that brings a multidisciplinary approach to human rights and seeks to bridge the gap between academic research and the wider public. We **educate** through facts, **advocate** using our research findings, and take **action** to implement change.

Who You Are

We're seeking a detail-oriented and mission-driven **volunteer** Editor to support our publishing and content strategy. This role is essential to ensuring the accuracy, clarity, and accessibility of the materials we share, strengthening our ability to inform, inspire, and mobilize audiences around human rights issues.

What You'll Do

- Edit content for grammar, punctuation, clarity, and readability
- Rewrite and refine text to improve flow and comprehension
- Fact-check materials prior to publication
- Review and provide editorial feedback on submissions from contributing writers
- Collaborate with the team to determine layout and content structure, including placement of text, images, and illustrations
- Approve final drafts for management review and publication

Qualifications

- Excellent editing, writing, and critical thinking skills with a passion for human rights
- At least one year of experience in editorial work, publishing, communications, or research (professional, academic, or volunteer)
- Strong attention to detail and ability to maintain a consistent voice across platforms
- Familiarity with various editorial standards
- Ability to give and receive constructive feedback in a collaborative setting
- Experience with Google Suite, Slack, and content platforms such as Wix and Canva preferred
- Fluency in additional languages is highly desirable
- Comfortable working independently in a remote and start-up environment
- Degree or coursework in English, Communications, Journalism, Human Rights, or a related field is preferred
- Ability to manage time effectively and meet deadlines with minimal supervision

Compensation and Commitment

This is a volunteer, virtual opportunity with the expectation of 4-6 hours of work per week. At least a six-month time commitment is required.

Benefits of Volunteering with Us

Human Rights Research Center (HRRC)
E-mail: info@humanrightsresearch.org Website: www.humanrightsresearch.org EIN: 87-1306523
2000 Duke Street, Suite 300, Alexandria, VA 22314, U.S.A.



- Contribute meaningfully to a global movement for justice and human rights
- Gain experience editing a wide range of content formats
- Build a strong portfolio of published work
- Collaborate with a passionate and diverse team
- Receive professional references, LinkedIn endorsements, and recognition for your contributions.

How to Apply

Please complete the online application form: <https://forms.gle/9zEou9CE78LkupSbA>.

Human Rights Research Center (HRRC) is committed to equal opportunity and promotes equity and transparency as core values. HRRC practices inclusiveness in decision making through the use of consultation with employees throughout the organization. HRRC does not discriminate against any person on the basis of actual or perceived race, color, religion, national origin, ancestry, citizenship status, age, ability, gender, marital status, veteran status, sexual orientation, genetic information, arrest record or any other characteristic protected by applicable federal, state or local laws. Applicants committed to equity from all backgrounds, experiences, abilities, and identities are encouraged to apply.

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