

Join our Freelance Writing Team

We're hiring and would love to hear from wordsmiths from any background looking to join our freelance writing teams.

What we're looking for

Ideally, you love exercising the skill of writing, editing, & producing highly effective communications to a broad audience?

Ideally, you will have a background in writing/editing from a previous role. Perhaps as a journalist, a bid writer, a PA in a marketing agency, a market research editor, a charity writer, a student, scriptwriter or a writing generalist - freelancer or editor.

Or perhaps you have excellent writing and editing skills honed outside your day job and profession. Maybe you have a deep passion for writing and are looking for a flexible outlet while caring or looking after your family, or want an outlet to hone your writing skills, or join a team where your skills will make a real difference?

Ingenious Group exists to work exclusively with and for Charities and Companies that are serious about creating meaningful social impact.

Therefore understanding the language of the third or social sector across communications from report writing to social media or blogs would be helpful.

Most of our work involves writing persuasive copy, taking the news, information or research and data from charities and transforming them into case compelling studies, Marketing Management or Communication plans, Investor Reports, Fundraising bids or social and digital promotional copy.

Flexible Teams and Workflows

Our external freelance team operates hourly, daily, ad hoc or long-term contracts. This is due to the nature of our project work with charities. Often to tight deadlines and keen budgets and funded by grants or investors. The means much of our projects and teams work flexibly to contract or expand according to the needs of projects at any given time.

Skills & Criteria

- Fast, accurate editing and proofreading skills. Able to read, understand the meaning rewrite things slightly or altogether bits that don't flow or work properly.
- Writers with strong editing skills beyond Grammarly tools. Able to find the most powerful words for different audiences while shaping and honing key messages and takeaways.

- Able to produce compelling communications that engage and engender support for different audiences.
- Able to edit, rewrite and reorder words efficiently to strict word counts
- A collaborative & flexible Team approach is a true wordsmith able to work on some projects in a piece by piece way.
- Able to rewrite, support and restructure writing from basic facts and details often sourced or supplied with the general public or volunteers.
- A word gene - solid writing and editing skills and a keen eye for detail.
- Sensitive & supportive, able to work with others, including people with different skills, communication disabilities, widely different views, values and cultures.
- Good Formatting/ structure/ indexing skills able to see the big picture, find the essential hierarchy to features, facts and text to highlight, and how to write them to their best effect.

How to Apply

Please tell us in 500 words or less

1. Your passion for writing and Why you want to join our writing team?.
2. Provide detailed examples of how your skills and experience meet the criteria above. (links to any published examples can be added)

(CVs plus links to any published or examples of writing can also be included to supplement and bolster your answer to 2. Above. Kindly note however that CV's and links to work should not be used instead of making an application, addressing Questions 1-4 or specifically detailing how you meet the needs of the role.)

3. Please tell us about your writing interests, passion and writing goals and what you bring to our team.

4. Please summarise indicating your availability and ideal working arrangement - both short and long term? e.g. Freelance, Part-time, Full time, Ad hoc, Permanent or any mix of the above.

Last but not least

We're looking forward to hearing from you and welcome all applicants. Please send all applications in writing to info@ingenious-group.com no later than Friday January 21st

