

Women@Tech

Impact Writer/Editor

About Women@Tech

Women@Tech is a **volunteer-led** UK organisation dedicated to connecting, developing, and advocating for women in technology. Backed by industry-leading member companies, we are driven by women and allies from the most influential tech companies in the UK. Our initiatives include mentorship and development programs, networking events, and advocacy efforts to improve the representation and progression of women in the tech sector. Together, we are leading the charge towards a more diverse, equitable, and inclusive future for all in the tech industry.

For more information, please visit our [website](#).

Job Details

The Women@Tech Impact Pillar is the engine room for change within our organisation. We focus on moving beyond conversation to action by publishing policies, white papers, and guidance that help companies improve women's representation in the technology sector.

We're looking for a sharp, articulate writer/editor who is passionate about Diversity, Equity, and Inclusion (DE&I) and understands the power of the written word. We are a flexible, supportive team, and this is a unique opportunity to use your writing skills to drive systemic change and influence how the tech industry approaches gender balance.

What You'll Be Doing

In this role, you will support the Impact Pillar with high-quality content creation, including:

- **Report Drafting:** Turning raw ideas and research into clear reports and best-practice guides.
- **Editing & Refining:** Reviewing existing content for clarity, tone, and impact. You will ensure our arguments are persuasive and our grammar is flawless.
- **Research Support:** Helping to synthesize complex reports or data into digestible summaries for our community.
- **Thought Leadership:** Collaborating with the Lead to ghostwrite or co-author articles and opinion pieces on the state of women in tech.

Preferred Skills and Qualifications

- **Exceptional English writing skills:** You can switch between a professional/corporate tone for policy docs and an engaging tone for blog posts.
- **An editor's eye:** You spot typos and structural issues that others miss.
- **A passion for advocacy:** You care deeply about women's representation and want to help solve the problem.
- **Ability to simplify complexity:** You can take a complicated statistic or law and explain it simply.
- **Previous experience in copywriting, journalism, or policy writing** is a plus, but not required if you have a strong portfolio.

What You'll Get From Us

- Your work will be published and shared with our network, providing tangible examples of your writing and advocacy and helping you build a portfolio.
- The opportunity to work on documents that real companies may adopt to improve their culture, and make a meaningful impact on diversity and inclusion in the tech industry.
- Learning how to structure policy and advocacy campaigns and other professional development opportunities.
- A collaborative, fun and supportive work environment.
- Varied projects with a high degree of autonomy.
- Exposure to the latest DEI trends.
- Exposure to executive leadership at our member companies.
- A commitment to treating everyone equally, without any discrimination.

Time Commitment

- Bi-weekly within your function and Monthly Committee meeting with the broader committee.
- Approximately 1-2 hours per week and up to 6 hours during yearly planning season.

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