

Person Specification		
	Essential	Desirable
Knowledge and skills	Degree in a relevant subject (Communications, Marketing, etc.) or equivalent level of experience	
	Excellent communication skills, with close attention to detail. Excellent use of English and grammar.	
	Excellent organizational skills	
Experience	Demonstrable experience of writing for a public audience	Working in a small team where you are the only marketing and communications professional
	Digital marketing, including developing and editing websites and coordinating social media activity	Good command of Mailchimp (newsletters), Wordpress.org platform (website management), photo/collage editing skills, social media management
		Project management, including delivering projects on time and within budget
Personal characteristics & qualities	Strong team player with collaborative working style	
	Ability to work well individually and within a team	