

PERSON SPECIFICATION FOR COMMUNICATIONS MANAGER		
	Essential	Desirable
SKILLS		
Highly organised, able to manage a multi-disciplined workload	✓	
Able to develop and implement communication plans and be responsive to rapidly changing situations	✓	
Able to understand the complex needs of a range of stakeholders and work collaboratively to find mutually beneficial solutions	✓	
Excellent communicator with a passion for storytelling	✓	
Strong influencing skills	✓	
EXPERIENCE		
Working with CRM systems, email marketing and analytical tools	✓	
Proven experience in a communications, marketing or media role	✓	
Experience working within a charitable or public sector organisation		✓
Storytelling and Social Media		✓
KNOWLEDGE		
Knowledge of the Southampton voluntary sector		✓
QUALIFICATIONS		
Professional membership in Communications, Marketing, Journalism or a related field		✓
Full UK driving license	✓	
CIRCUMSTANCES <p>This post is based at our Head Office in Millbrook, Southampton. It will sometimes be necessary to attend meetings and training at other locations.</p> <p>The post is 28 hours per week to be worked flexibly within a hybrid role. Flexibility in days and times worked will occasionally be required to allow for training and weekend events.</p> <p>Occupational requirement Everything that SCM seeks to do is inspired by the message, life and example of Jesus. It is essential that the Communications Manager is sympathetic with the ethos, aims and objectives of the Mission, sharing the Mission's values through their work.</p> <p>Any offer of employment is subject to the receipt of satisfactory references and completion of a DBS check. The successful applicant must have the right to work in the UK.</p> <p>This post has a 3 month probationary period.</p>		