

# Can you help us make a difference?

Mayday Trust gives vulnerable adults a whole new start by supporting them to maximise their potential and achieve independence.

We are currently looking to recruit a **Marketing & Communications Manager**

Maternity cover to commence in March 2012, based at our Head Office in Rugby.  
21 hours per week, circa £23,000 p.a. TE. Nine month contract.

We are seeking to appoint a creative and innovative individual to manage and develop effective marketing and communication initiatives.

**Reporting to the Director of Business Development, the key results areas are:**

- To promote and raise the profile of Mayday Trust, both locally and nationally
- Be able and effective in responding, promoting and engaging with central government directives on policy changes affecting the business
- To use our interaction with various media to ensure the Trust has a growing national voice and influence
- Develop, maintain and promote the Trusts social media strategy in consulting and engaging with commissioners, key stakeholders, partners and clients as part of promoting our work
- Manage and coordinate all marketing and communications material
- Develop and maintain the Trust website

**Experience and Knowledge:**

- Knowledge and experience of managing media is essential
- Experience of developing a wide range of local and national media and communication networks
- Extensive knowledge of IT systems (In-Design or similar software)
- Ability to communicate effectively internally and externally, at all levels
- Organised and efficient; able to handle several duties simultaneously and prioritise effectively
- Experience of marketing and communications within a similar environment would be advantageous

An application form may be downloaded at [www.maydaytrust.org.uk](http://www.maydaytrust.org.uk) and emailed to Zoe Davies, HR Manager [zoe.davies@maydaytrust.org.uk](mailto:zoe.davies@maydaytrust.org.uk) by 24 February. Interviews will take place on Wednesday 7 March.