

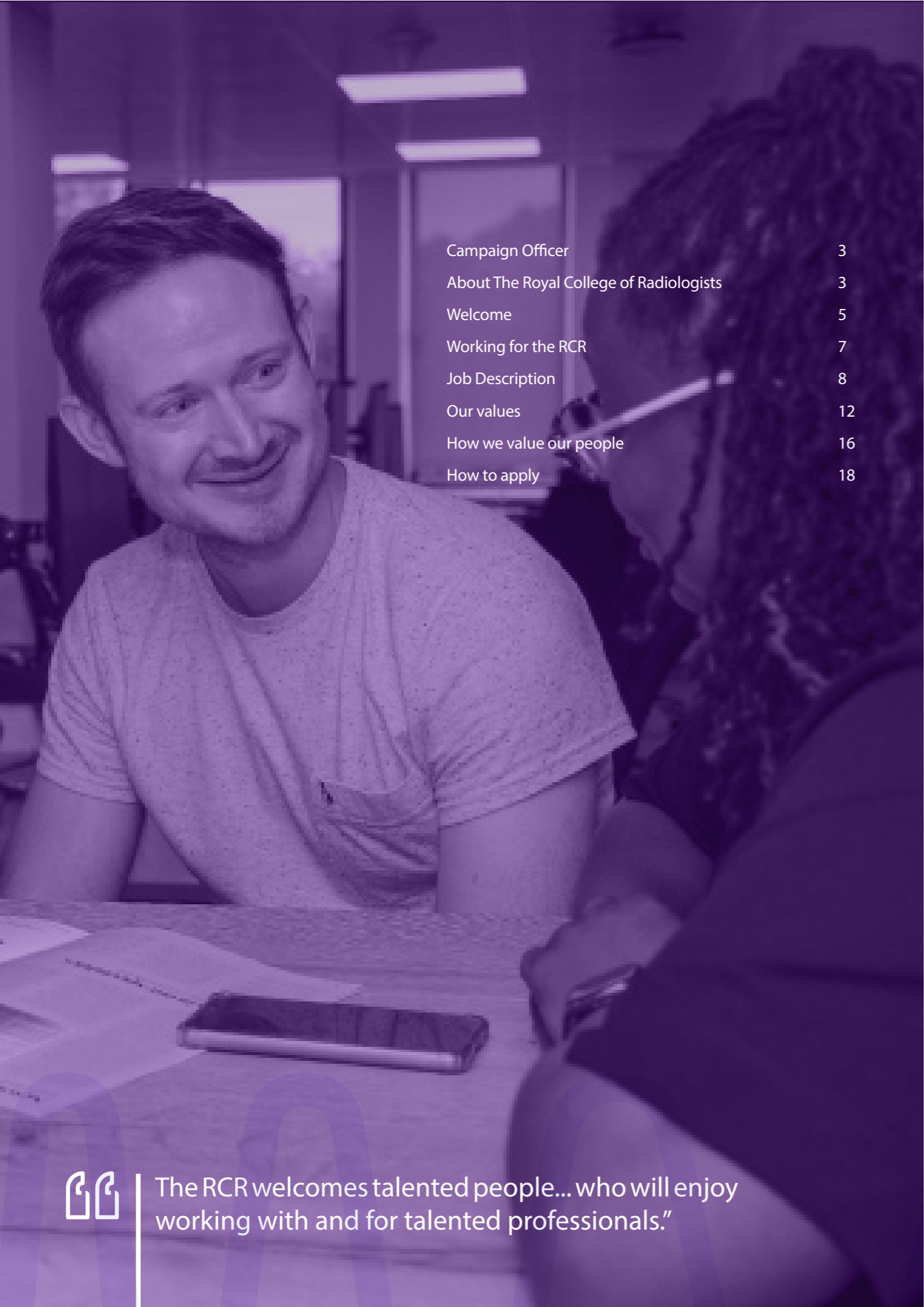


The Royal College of Radiologists

Campaign Officer Candidate pack



The Royal College of Radiologists



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The RCR welcomes talented people... who will enjoy working with and for talented professionals."

Campaign Officer

Salary:	£27,543 (£45,904 FTE) per annum, with pay progression up to £30,441 (£50,735 FTE) per annum within two years employment, plus excellent benefits
Location:	Central London, with flexible working
Hours:	Part-time/21 hours per week
Contractual status:	Permanent
Closing date for applications:	23:59 19 July 2026
Interview date:	Shortlist interviews are scheduled for 23 July 2026 and selection interviews are scheduled for 5 August 2026.

About The Royal College of Radiologists

Are you interested in making a real difference in the healthcare sector to improve imaging and cancer care for all?

At The Royal College of Radiologists (RCR), we're the leading professional membership body for clinical radiologists and clinical oncologists and a registered charity who educate and support doctors throughout their career. With over 18,000 members in the UK and internationally, together we're contributing to the advancement of each new generation of doctors and helping to improve patients' lives.

We require a broad range of skills and experience to deliver our strategic goal of increasing the clinical radiology and clinical oncology workforce, which will ultimately lead to improving imaging and cancer care services for all.

If you're inspired by our strategy and values, and are passionate about helping us meet our ambitious goals in an environment that celebrates differences, values diversity and recognises that everyone here plays a role in the success of the College, then we encourage you to consider a career at the RCR.



Welcome

Thank you for your interest in working with the RCR. I hope that you will find the information in this Candidate Pack useful, in addition to the content on our website: www.rcr.ac.uk

The last few years at the RCR have seen much growth and development. We have improved the range and quality of the services and support offered to our membership. We have grown the external profile of the RCR's work and increased awareness of the value of our medical specialities to patients and the public. We have created life-saving guidance and expanded our work globally to many different countries. We've revised how we train and examine our doctors to ensure they continue to be the best in the world, plus much, much more. We are ambitious to continue this success and build into the future.

Our Strategic Priorities from 2019 are:

Workforce

Support excellent, safe patient care by working collaboratively on team-wide standards across imaging and oncology. Define our doctors' professional needs for the future and shape sustainable workforce models for our patients and our specialties to realise them.

Be the experts

Highlight to the public and stakeholders the contribution our specialties make to safe, evidence-based and cost-effective patient care. Contribute meaningfully to the debate on the future of healthcare both in the UK and overseas.

Professional learning

Develop our educational offer to support our doctors to meet the challenges of practice, working with others where appropriate, sharing ideas where possible. Adopt new educational models rapidly to ensure continuing equity of access to high-quality products.

Membership value

Support all members and Fellows to deliver the best care for patients, for their entire career regardless of where or how they practice.

Our College

Shape a College that is demonstrably agile and responsive, accountable and open, supporting our specialties and the patients we treat.

The RCR is growing – in what we achieve, our income and our staff. We are a great team that focuses on improving the lives of patients through our doctors. Our culture is friendly and ambitious, underpinned by a continuing commitment to develop and support all our employees.

We are a London Living Wage Employer (www.livingwage.org.uk) not only for our employees, but also in respect of our contractors.

The RCR welcomes talented people who share our ambition, commitment who will enjoy working with and for talented professionals.

I look forward to hearing from you.

Yours sincerely



Working for the RCR

The RCR is a membership body and a registered charity. The trustee board is mainly made up of practising clinical oncologists and clinical radiologists and is accountable to the membership at large. Each specialty has its own Faculty which agrees policy and the range of support, advice and guidance offered to doctors in the specialty. The executives of the RCR are the eight Officers (doctors) who work closely with the senior management team (the Chief Executive and Executive Directors for Communications, Education, Professional Practice and Business and Resources) supported by about 140 other employees.

membership, workforce and brand priorities. Working closely with Brand, Content and Membership teams, you'll deliver compelling messaging, coordinate activity across channels and use data to continually improve performance.

The Communications Directorate/Brand Team

We are seeking a proactive, highly organised Campaigns Officer to join the Communications Directorate at the Royal College of Radiologists, playing a key role in delivering impactful, insight-led marketing campaigns that engage members and stakeholders. This is an exciting opportunity to take ownership of multi-channel marketing campaigns from brief to evaluation, helping to shape how we promote our

Where the job fits





Job description

Job title:	Campaign Officer
Responsible to:	Brand Manager
Responsible for:	N/A
Contract terms and hours:	Permanent, part-time (0.6 FTE)
Location:	63 Lincoln's Inn Fields, London WC2A 3JW with flexible working
Flexible working:	Employees are required to work from the office for at least 40% of their working week.

The role

Overall purpose

The Campaigns Officer supports the delivery of the College's strategic aims by planning, delivering and evaluating targeted, insight-driven marketing campaigns that engage key audiences and promote our membership, workforce and brand objectives.

The role provides hands-on campaign coordination across multiple channels, ensuring content is well-crafted, on brand and tailored to audience needs. Owning the project management of allocated campaigns and working collaboratively across teams, the postholder will contribute to an effective, customer-focused brand and communications function.

This role requires forward planning, project management, strong communication skills and independent decision-making, to ensure campaigns are delivered efficiently and achieve measurable impact.

Main areas of responsibility

- a. Campaign planning, project management and delivery
- b. Managing campaign asset creation, copywriting and collaborating with the content team
- c. Campaign monitoring and reporting
- d. Collaboration and stakeholder engagement
- e. General

Responsibilities

- a. Campaign planning, project management and delivery
 1. Plan insight-led campaign plans that set out objectives, target audiences, key messages, channels, timelines, budgets and KPIs – demonstrating initiative in determining the most appropriate methods for each audience.
 2. Project manage the end-to-end delivery of allocated campaigns, taking full ownership from brief to evaluation and optimisation.
 3. Support the delivery of the College's strategic priorities by translating objectives into well-planned, audience-focused campaign activity.
 4. Ensure all campaign activity is agreed through communications planning, contributing to an integrated approach.

5. Complete brand risk assessments for campaigns, identifying potential issues and escalating risks in line with college processes.
6. Coordinating the delivery of both small-scale and larger integrated campaigns email, social media, digital advertising, organic channels and internal platforms, ensuring activity is joined up and timely.
7. Work with the Brand team to ensure campaigns align with brand strategy, tone of voice and visual identity
8. Collaborate with the Content Officer to plan, schedule and sequence campaign content, ensuring consistency of messaging across channels.
9. Clearly outline campaign activity, coordinating messaging, creative requirements, approval stages and delivery timelines with internal teams and external suppliers.
10. Independently prioritise workload and campaign timelines, anticipating risks or delays and taking proactive steps to keep delivery on track.
11. Test campaign messaging and assets with different audience segments (e.g. subject lines, calls to action, formats or visuals), using results to refine and improve campaign effectiveness.
12. Identify and initiate new campaign opportunities or improvements that better support organisational objectives or enhance member engagement.

b. Managing campaign asset creation and copywriting

13. Work closely with brand and content colleagues to ensure campaign assets are high quality, on brand and aligned to audience needs and campaign objectives.
14. Write engaging, tailored campaign copy for a range of channels, adapting tone, style and format to suit the audience, platform and context.
15. Commission and brief campaign assets, including graphics, audio, video and motion content, ensuring clear requirements and timely delivery.
16. Provide clear briefs, constructive feedback and direction to achieve the required standard.
17. Contribute to wider communications activity when required.

c. Campaign monitoring, analytics and reporting

18. Work with our analytics officer to monitor campaign performance across platforms, reviewing results against objectives and KPIs to understand what is working well and where improvements can be made.
19. Manage the campaign calendar, aligning with wider communications planning and ensuring visibility of activity and effective coordination across teams.
20. Work with our analytics officer to track campaign performance using campaign and performance analytics tools including Meta Ads Manager, Google Ads and Google Analytics.
21. Produce clear, actionable campaign reports and providing regular updates to colleagues and stakeholders.
22. Translate insight into practical recommendations to improve campaign performance
23. Identify opportunities for improving audience targeting and campaign performance through a/b testing and insight-led optimisation.

d. Collaboration and stakeholder engagement

24. Work collaboratively across the Communications Directorate, including colleagues in Brand, Content, External Affairs and Membership, and sharing knowledge to improve campaign quality and impact



25. Build positive working relationships with internal stakeholder, supporting them with clear communication and reliable delivery.
26. Keep stakeholders informed about campaign plans, timelines and results, anticipating their needs and supporting them appropriately with regular updates
27. Contribute to cross-team planning and ensure campaigns support organisational priorities
28. Act as a trusted advisor to stakeholders on campaign planning and best practice, influencing approaches where needed to maximise impact.

e. General

29. Maintain documentation on all activities carried out, including campaigns plans, invoices, budgets and analytics reports.
30. Take responsibility for delivering work to agreed standards and deadlines, seeking guidance where appropriate and showing initiative within the scope of the role.
31. Undertake such other duties appropriate to the level of the postholder's qualifications and experience as may be required by the RCR from time to time.



Key working relationships

Internal working relationships

- Brand Manager – reporting to and working with.
- Brand and content teams – working with on marketing campaign collateral
- Head of Membership – working with on membership campaigns
- Membership team – working with on membership campaign activity

External working relationships

- Members – engage in our campaigns, events and more
- Agencies and other suppliers as relevant.

Scope and limits of authority

Decision making level	<ul style="list-style-type: none"> • Responsible for day-to-day planning, coordination and delivery of marketing campaigns • Leads cross-team coordination of campaign collateral production • Works within priorities agreed by the Brand Manager and Communications Directorate • Escalates delivery risks, conflicts and resourcing queries appropriately
Financial resources	<ul style="list-style-type: none"> • Monitor campaign budgets
Other resources	<ul style="list-style-type: none"> • N/A
People management	<ul style="list-style-type: none"> • N/A
Legal, regulatory and compliance responsibility	Compliance with: <ul style="list-style-type: none"> • The RCR's Human Resources (HR) policies • The Scheme of Financial, Contractual and Human Resources • RCR Health and Safety policies • Data protection policies and legislation.



The person

Essential (E) or Desirable (D)

Knowledge, qualifications and experience	
Experience independently planning, coordinating and delivering both small-scale and larger multi-channel marketing or campaign activity, from briefing through to evaluation.	E
Experience using campaign and performance analytics tools such as Google Ads and Google Analytics, to monitor and optimise activity.	E
Ability to use insight and testing (e.g. A/B testing) to improve targeting, messaging and campaign effectiveness), plus a good understanding of digital campaign metrics and performance indicators.	E
Skills and abilities	
Accurate use and understanding of English.	E
A customer-focused mindset, with the ability to translate objectives into clear, audience-focused campaign activity selecting appropriate channels and formats.	E
Strong copywriting skills, with the ability to follow brand tone-of-voice guidelines and adapt tone, style and format to suit different audiences, channels and contexts.	E
Experience briefing and commissioning campaign assets (e.g. graphics & video).	D
Strong planning and organisational skills, with the ability to prioritise competing demands and work autonomously.	E
Proactive and solutions-focused with the confidence to take the lead on projects and make informed decisions within agreed parameters.	E
Ability to amend simple digital assets using tools such as Canva or Adobe Creative Cloud,	D
Ability to work collaboratively across teams, building positive working relationships with colleagues and stakeholders.	D
Clear and confident communication skills, with the ability to keep stakeholders informed of plans, progress and outcomes.	D

Other Requirements

To be able to apply candidates must be able to also fulfil the following requirements:

- Candidates must have the right to work in the UK to be able to apply for positions at the RCR
- Commitment to equality and valuing diversity and understanding of how this applies to delivery of own area of work
- Commitment to the aims and charitable objectives of the RCR
- Self awareness
- Enthusiasm for learning and development and taking on new tasks
- Committed to own continuing professional development.



Our values



People focus

We treat everyone fairly and with respect, actively listening and responding appropriately, while recognising individual differences.



Integrity

We are open, honest and transparent. We strive to reflect and learn from experience in every area of our work to deliver the right outcome.



Making a difference

We strive for excellence. We make a difference by setting standards and empowering our membership and our staff through personal development and lifelong learning.

We recognise that patients' best interests underpin everything we do.



Behavioural competencies

The RCR's Competency Framework defines the behavioural competencies required from all staff to contribute effectively in their role and within the wider organisational team.

Communicating effectively

The success of the College depends on how it communicates with its membership and other stakeholders. Employees need to know their audience(s) and communicate with them in a way which meets stakeholder needs and expectations as far as possible.

Working together

The College's effectiveness and reputation depends on efficient and collaborative working, both within and beyond the team. This includes all employee colleagues, Officers, other Fellows and members and often others outside the College.

Personal effectiveness

The College is most effective when employees take ownership of their work, understand the context of that work, deliver effectively to achieve required results and demonstrate a positive attitude to taking on additional responsibilities or learning new skills.

Customer focus

We should all provide excellent services to all customers but notably to the membership and staff colleagues. Focusing on those and other customers, and understanding and responding appropriately to their needs, is key to the success and sustainability of the College.

Embracing change

We must all play a part in ensuring that the offer the College makes continues to be effective and relevant in meeting customer needs. This will involve changes to what we do and how we do it. We all need to play our part in embracing change.



How we value our people

Benefits

We offer all our employees a fantastic range of benefits to help you enjoy a great work-life balance, look after your wellbeing and plan for the future.

A modern and welcoming working environment

We've made sure our office in a prime central London location is a destination people want to come and work in – it's open-plan and spacious, with areas for meetings, collaborative working and concentrated workspaces. We also have kitchen facilities well-stocked with plethora of teas and two very fancy coffee machines for everyone to use

There are lots of things going on when you come in too, including learning and development sessions with doctors talking about their work, tea and cake get-togethers, free massages monthly and monthly town hall meetings where staff can share updates and ask questions. We even have our own social committee and organise regular fun events, which are a great way for you to get to know your co-workers.

Excellent pension scheme and life assurance

We like to help our staff save for the future and provide an excellent employer pension contribution. We also have a life assurance and personal accident policy which covers all employees up to four times their annual salary.

Hybrid working

At the RCR we only hire great people, and we value being able to bring everyone together to bond, build great working relationships and

generate amazing and innovative ideas.

We embrace remote working, and our staff are able to work remotely for up to 60% of their working time, with 40% in the office. All staff are provided with a laptop to allow them to work remotely, along with equipment such as desks and chairs to make sure they're comfortable when working from home. Our offices are open throughout the working week though, and staff are always welcome to come in as often as they wish.

Wellbeing support

We like to make sure everyone at the RCR is supported, both professionally and personally, so in addition to our excellent line managers and supportive HR team, we've invested in training a number of dedicated staff members passionate about mental health as Mental Health First Aiders. We also provide an Employee Assistance Programme, that's has a 24/7 helpline so if you ever have any personal problems or concerns, there's always somewhere to turn for help and advice.

Generous annual leave allowance

Working hard is important, but taking a break matters just as much. Everyone gets a 25-day annual leave allowance per year and the option to purchase up to 5 additional days at a discounted rate.

Interest-free season ticket loan and cycle to work scheme

To make sure you're able to get into the office in the way that best suits you we offer all staff the option to take out an interest-free season ticket loan to help cover the cost of travelling, as well as a cycle to work scheme



for those of us who like to be more active on their commute. If you do choose to cycle in, we have somewhere safe to leave your bike and showers to use if you want to freshen up before work.

Festive spirit

We know taking a break at the end of the year is important to our team. To ensure everyone gets a well-deserved rest to spend time with loved ones, we usually close our office between the Christmas and New Year period – gifting

the extra days off to all staff, in addition to their usual annual leave.

Making a real difference

In addition to all the great benefits we've listed above, we believe the main reason people want to join the RCR is because you also get to go to work knowing your role has an impact on the lives of doctors and patients.

Equality and diversity

Every day, our colleagues are making a difference by helping to improve imaging and cancer care for all. This starts by having the best talent, and that is only possible with a diversity of thinking, diversity of background and experience, and diversity of skills.

Diversity means better ideas, better solutions and more innovation. It's why one of our key priorities is to ensure our workforce reflects the communities we serve.

We're committed to creating an inclusive workforce and working environment for us all to enjoy – where everyone is able to bring their whole self to work to create change and reach new heights of creativity.

You can find our equality, diversity and inclusion commitment here as well as our equality and diversity policy here.



Great purpose, great people, great working environment and clear direction of travel."

How to apply

The closing date for applications is 23:59 19 July 2026.

Please submit a CV and a covering letter (of no more than a page and a half) submitted as Full name, Role, CV/CL together with a completed, [Diversity Monitoring Form](#).

It is important that your covering letter includes a clear statement in support of your application, which demonstrates how you meet the essential (and, where applicable, desirable) criteria described in the table entitled 'the person'.

We expect you to meet the points listed under "other requirements" of the Person Specification as a pre-requisite for applying for this position. However, you are not required to address these points in your written statement. We will explore them further if your application is taken to the next stage(s) of the recruitment process.

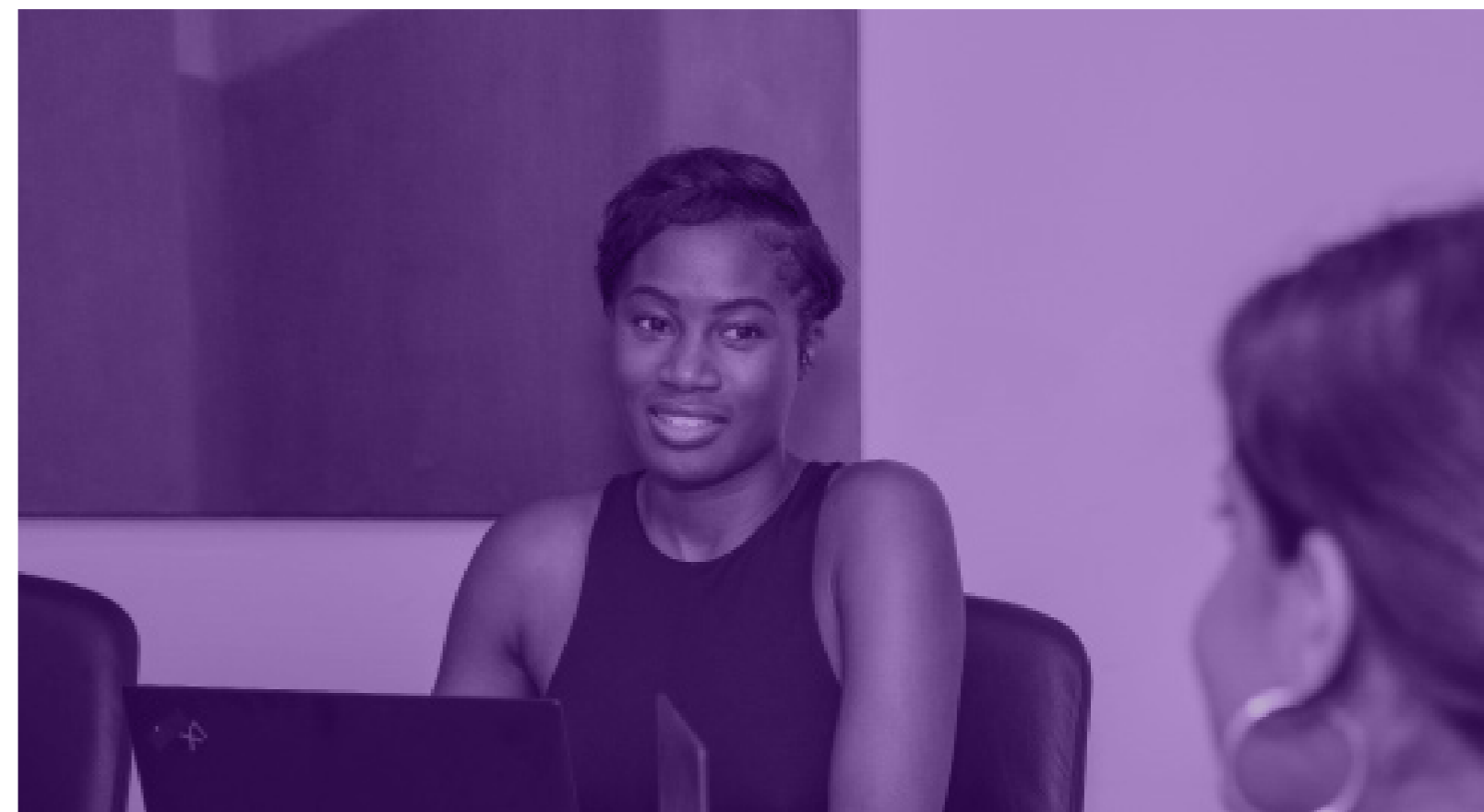
The application process is the first chance we have to assess your suitability for the role you're applying for, and as such, we ask that your application is written by you, and that you do not use AI tools such as ChatGPT to create your application. Where we suspect AI tools have been used to create your application you unfortunately won't be shortlisted for the next stage of the recruitment process. We hope that you respect this request in line with our value of integrity Values & strategy | The Royal College of Radiologists (rcr.ac.uk)

Applications should be emailed to jobs@rcr.ac.uk

If you have not heard further from the RCR within a fortnight of the closing date, you should assume that you have not been shortlisted for interview on this occasion.

Shortlisted candidates will be invited to attend first stage interviews on 23 July 2026.

If you consider yourself to have a disability and require a hard copy pack or a different format, for example large print, please contact the HR team at jobs@rcr.ac.uk





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