

Communications and Media Manager

Reporting to: Head of Brand and Communications

Location: Broxbourne, Hertfordshire

Salary: £32,000 - £38,000

We're a flexible employer, and we are open to discussing different working patterns.

The salary band stated is at its full value, and will not be pro-rated for the hours worked.

Who we are:

Teens Unite is leading the way in youth cancer support.

We're an energetic, ambitious and dynamic charity improving the lives of 13-24-year-olds living with, and beyond, cancer. We're not here to cure cancer. We're here to empower young people to rebuild their lives and thrive beyond a diagnosis.

This is an incredibly exciting time to join the team. We're growing rapidly, working alongside major brands and global organisations – from YouTube to Warner Bros. – as well as influencers and celebrity ambassadors, from the Sidemen to Grace Andrews. We're also growing our media presence across everything from podcasts and radio including Capital FM, all to raise awareness of our work and generate the vital support needed to reach more young people.

From leading influential campaigns and securing media opportunities, to demonstrating our impact to corporate partners and supporters and acting as a guardian of the Teens Unite brand, this role is about amplifying our voice at every level. You'll help ensure our message and purpose are clear, our impact is seen and understood, and more people are inspired to support our work.

And we're about to embark on our most ambitious chapter yet.

We're building the first purpose-built retreat in England for young people overcoming cancer. This pioneering, first-of-its-kind development will transform the support available to young people for generations to come.

Who you are:

You're creative and proactive, with a talent for compelling storytelling, and a special way with words – whether it's pitching a media story, keeping supporters updated on the difference they've made, or creating a campaign that turns heads, stops scrolling and encourages people to click the donate button.

You'll seek new opportunities, spot potential and think differently about how Teens Unite can continue to grow its voice, influence and reach.

You'll be excited by the opportunity to help take Teens Unite to the next level, finding new and innovative ways to raise awareness, build our profile and ensure more people understand the difference our work makes to young people living with, and beyond, cancer.

At the same time, you'll understand the importance of a strong and consistent brand. You'll have the confidence to push boundaries and explore new ideas while ensuring everything we communicate remains true to the Teens Unite voice, personality, values and brand guidelines.

Driven by purpose, you'll be excited by the opportunity to use your communications skills to drive real change - ensuring the voices of the young people we support are heard, inspiring more people to support our work, and positioning Teens Unite as a leading charity with influence and recognition far beyond the youth cancer sector.

The role:

This role is about taking our communications to the next level and ensuring the Teens Unite voice is heard louder than ever.

You'll be our go-to creative for compelling copy and standout design across print, online and digital marketing. From our website and newsletters to campaigns and supporter communications, you'll bring the Teens Unite voice, purpose and personality to life - creating meaningful, thought-provoking communications that capture attention and inspire action.

You'll keep our supporters motivated, engaged and connected to the difference they make. From demonstrating impact to the major corporate partners we work alongside, to sharing the heartwarming stories our regular donors want to hear, you'll ensure everyone who makes our support possible feels recognised, valued and connected to our mission.

You'll secure press opportunities through building strong relationships with journalists and media outlets, and understanding what makes a captivating news story, raising awareness of Teens Unite and the issues facing young people living with, and beyond, cancer.

You'll support the delivery of integrated marketing campaigns that support our strategic objectives, from Teenage and Young Adult Cancer Awareness Month to Mental Health Awareness Week - finding creative ways to reach new audiences, start conversations and drive action.

And as we embark on our most ambitious chapter yet, you'll also play an important role in raising the profile of our capital appeal. You'll help build momentum, generate exposure and increase supporter engagement as we bring England's first purpose-built retreat for young people overcoming cancer, to life.

What we offer:

When joining Teens Unite, you can expect:

- Flexible and hybrid working arrangements
 - 33 days annual leave pro rata (inclusive of Bank Holidays)
 - Christmas office closure
 - Optional company-contributed pension scheme
 - Recently refurbished offices and free on-site parking
 - To be part of an inclusive and dynamic work environment with a dedicated and growing team
 - Support in your personal and professional development, including access to training
 - The opportunity to collaborate with incredible brands and organisations from Tesco to YouTube
 - The chance to make a real-life difference in the lives of young people
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Essential experience and qualifications:

Essential:

- Experience contributing to or leading multi-channel campaigns
- Excellent copywriting and storytelling skills
- Evidence of delivering marketing activity with measurable results
- Strong organisational skills and ability to manage multiple priorities
- A collaborative and confident approach - comfortable contributing ideas and taking ownership of projects
- Ability to thrive in a fast-paced, forward-thinking organisation and adapt to changing priorities
- Must be able to commute to Broxbourne, Hertfordshire

Desirable:

- Experience developing media relationships and securing press coverage
- Experience within the charity or not-for-profit sector
- Knowledge of Canva or similar design platforms
- Experience using email marketing platforms (e.g. Mailchimp)
- Experience updating website CMS systems

Our Commitment to Diversity, Equity, and Inclusion

Teens Unite is committed to ensuring a diverse, inclusive, and respectful workplace. We value and celebrate differences in identity, background, and perspective, and we actively work to remove barriers in our recruitment process.

Accessibility: If you need adjustments or accommodations during the application process, please let us know.

Summary of Key Milestones

Application Closing Date: Sunday 27th September

Interviews: From Wednesday 30th September

Should a suitable candidate be found prior to the closing date, applications will close early.

To apply:

Email your CV, along with a covering letter to careers@teensunite.org with 'Communications and Media Manager' as the email subject.

While we understand there's a place for AI – we would like this letter to be reflective of your words and personality at this stage of the interview process.