

# WHAT'S THE ROLE?

### SENIOR MEDIA AND COMMUNICATIONS OFFICER

As part of the Brand and Media (Attention) team, I work with the Media and Communications Manager to develop and deliver engaging and effective media research and health policy campaigns that inspire action and drive positive change for men with or at risk of prostate cancer.

#### IN THIS ROLE YOU'LL...

- Develop and deliver tactical communications plans which result in engaging and impactful coverage for research, policy and awareness campaigns
- Create a range of materials, including press releases, comments, feature articles and briefings, turning complex data, science, or policy topics into eye-catching, digestible copy that secures compelling coverage
- Respond effectively to press enquiries and provide expert media and PR guidance to colleagues and leaders across the charity
- Analyse and apply insights to inform PR strategy, decision-making and to evaluate impact
- Produce effective and sensitive real-life story content to use in owned and earned media.
- Build lasting relations with key stakeholders and journalists to deliver impactful coverage
- Deputise as appropriate for the Media and Communications Manager.

#### **WHO YOU ARE**

- A great storyteller, with experience of leading successful PR and communications projects to inspire action and drive change
- Specialist knowledge of research, healthcare, campaigning and/or policy communications
- An accomplished writer, with experience of writing engaging copy for different audiences and channels, and a good understanding of the changing media landscape and news agenda
- A strategic thinker who can think on their feet and use insight to effectively manage proactive and reactive media opportunities, competing priorities and tight deadlines
- Skilled in stakeholder engagement, with the ability to form effective relationships with everyone from colleagues to journalists and supporters
- Experience of working with people including supporters and celebrities to tell their real-life stories in the media in a sensitive and compelling way
- A flexible, positive team-player, capable of working across teams, while managing multiple projects and a busy workload
- Actively supports our commitment to equity, diversity, inclusion and allyship.

# YOUR ROLE: THE NUTS AND BOLTS

Your line

manager: Media and Communications Manager

**Job level:** 3 – Senior Executive or Officer

**Contract:** Fixed Term – 12 months

Hours: Full time; 37.5 hours per week - We're happy to consider requests for flexible and

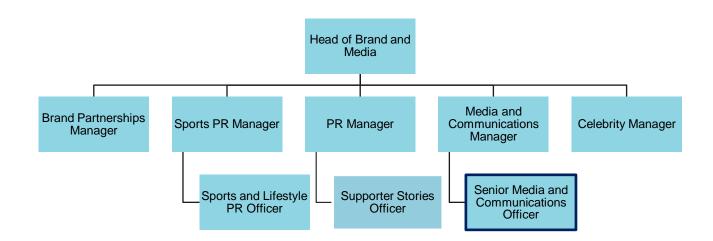
part-time working on hiring.

**Location:** Hybrid working – a combination of remote and in-person working at our London

Bridge office. You'd need to be in the office around one day a month and we may

need you to come in for specific meetings.

## WHERE DOES MY ROLE FIT IN THE ORGANISATION?

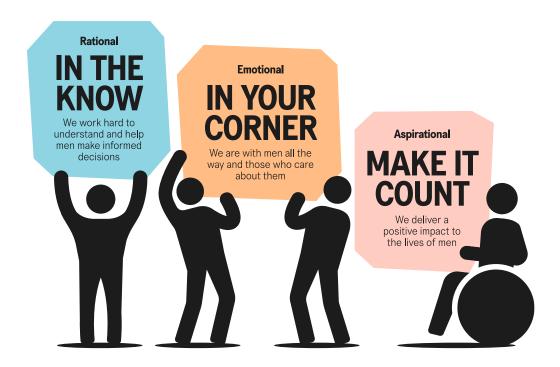


# **OUR CULTURE**

# **VALUES AND BEHAVIOURS**

Our values and behaviours help us make decisions, work together and guide the sorts of conversations we have on a day-to-day basis. They underpin our brand identity and give us a shared understanding of who we are and how we work together to create positive change, every day.

### **OUR VALUES**



### **OUR BEHAVIOURS**

RATIONAL	EMOTIONAL	ASPIRATIONAL
GENEROUS WITH KNOWLEDGE Switched on and well-connected, we share our expertise and make informed decisions.	GOT YOUR BACK Unembarrassed and reassuring, we listen, understand and stand up for those in need.	DO WHAT MATTERS Impossible to ignore, we focus on what matters to drive results and maximise our impact.
NATURALLY CURIOUS  Constantly learning and hungry for knowledge, we challenge and push for answers.	OPEN TO ALL Inclusive and open-minded, we recognise everyone is unique and embrace different perspectives.	NEVER SETTLE Fired up and determined to make a difference in everything we do – and driven to give our best.

# **HOW TO APPLY**

To complete your application, you will be asked to upload your CV and complete the supporting information section through our application portal. Please fill in parts one and two of our application for your personal statement, both have an 8000-character limit. You may wish to use a method such as the 'STAR' technique or similar. When completing the statements please ensure you clearly provide a full and relevant example of how the criteria apply.

#### **PART ONE**

Please address the core/essential skills, experience and competencies required using real examples where possible and tell us in what ways you are a good match for the role.

This provides you with a great opportunity to showcase your knowledge, skills and experiences with the most important aspects of this role which will be used in reviewing and shortlisting applications:

- A great storyteller, with experience of leading successful PR and communications projects to inspire action and drive change
- Specialist knowledge of research, healthcare, campaigning and/or policy communications
- An accomplished writer, with experience of writing engaging copy for different audiences and channels, and a good understanding of the changing media landscape and news agenda
- A strategic thinker who can think on their feet and use insight to effectively manage proactive and reactive media opportunities, competing priorities and tight deadlines
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- Experience of working with people including supporters and celebrities to tell their real-life stories in the media in a sensitive and compelling way

#### **PART TWO:**

Please provide us with any further supporting information that you feel will benefit your application. You may want to reference the values and behaviours sections.

This provides you with a great opportunity to further support your application, showcase your understanding of the role and how you feel you will be able to contribute to the success of Prostate Cancer UK.

Apply via our <u>jobs page</u>. If you require any adjustments or assistance, please email hr@prostatecanceruk.org

We look forward to receiving your application!