

Title : Marketing Executive

Details : Full time – Permanent
Monday – Friday (9am – 5pm)

Location : Stroud, Gloucestershire

Salary : 20-25K DOE

The role:

The exciting opportunity of joining our expanding marketing team has become available. The Marketing Executive will support the Marketing Manager with day-to-day tasks and running of the marketing team. Tasks will include:

- Updating our websites
- Creating and sending email campaigns
- Creating content
- Social media
- Planning and preparing for both internal and external events
- Campaign planning and execution

The candidate must enjoy working as part of a team but also be self-motivated to work to deadlines when needed.

The position is suited towards somebody looking to take the next step in their marketing career. It will be a well-rounded role which will allow you to gain great experience in a number of different marketing disciplines.

Requirements:

- 1 year marketing experience
- Knowledge of using CMS for websites (websites are built using WordPress)
- Great copywriting skills and ability to proofread
- Comfortable with travelling to London for events
- Email send platform experience (preferably Mailchimp)
- Experience using social media (Facebook, Twitter, LinkedIn, YouTube etc.)
- Good communication skills, written and verbal
- Highly organised approach to work
- Excellent attention to detail

- Positive, can-do attitude with the ability to take ownership of tasks and show initiative

Desired but not essential:

- Good working knowledge of Adobe Creative suite, E.g. Photoshop and Illustrator
- Comfortable using Microsoft office programmes - mainly Excel and Word
- Knowledge of best practice SEO techniques
- Experience using Eventbrite or similar event organisation tools
- Knowledge of HTML and CSS
- Google Analytics and Google AdWords
- Experience or interest in video creation and editing

How to apply

If you'd like to apply, please send your CV to Amber Hyde (ahyde@charitylearning.org)