



DIOCESE of
WINCHESTER

COMMUNICATIONS & ENGAGEMENT TEAM: COMMS & ENGAGEMENT ASSISTANT

The Diocese of Winchester is seeking a Communications and Engagement Assistant to join the Comms & Engagement Team to help deliver key priorities within our wider comms & engagement strategy, with particular focus on digital channels including the e-newsletter, website and social media, as well as helping to provide support to our clergy and parishes in adopting new digital and communications platforms.

Reporting to the Head of Comms & Engagement, this is an exciting opportunity to create and deliver our key communication outputs with particular responsibility for coordinating the weekly e-newsletter and other regular mailings – sourcing stories, photographs, events and resources from around the parishes, from our diocesan team, the diocesan environment committee and the national comms team.

We are looking for someone who has current knowledge and experience of using all forms of digital comms, excellent written and verbal communication skills with strong attention to detail.

Salary SP6 £27,157 per annum for 35 hours per week on a permanent basis. We offer 25 days annual leave plus 8 bank holiday days per annum. Additional benefit of Employer contribution of 15% of basic annual salary into our pension scheme.

Closing date for applications: Thursday 6 April 2023, 12 Noon

Interviews: Friday 21 April 2023

For an informal discussion contact Jemima Lewis;
Head of Comms & Engagement – Jemima.Lewis@winchester.anglican.org

Are you a creative individual who is passionate about communications and digital media? If so, apply now!

Job Description and Application pack available at www.winchester.anglican.org

Application form to be returned to recruitment@winchester.anglican.org

CVs not accepted