

 **Corporate Communications Advisor**

**£28,485 - £30,153 + Benefits**

**The Role**

Are you a dedicated and self-motivated communications professional who can confidently promote our brand? Are you a driven, strategic thinker who can creatively engage and influence internal and external stakeholders at all levels? If yes, why not join us as our Corporate Communications Advisor to support our vision of Creating the Safest Community.

The Service values and respects the diversity of its employees, and aims to recruit a workforce which represents the communities we serve. We welcome applications irrespective of people’s race, disability, gender, sexual orientation, religion or belief, age, gender reassignment, marriage and civil partnership, pregnancy and maternity.

**Required Skills/Experience:**

* Experience of working in a communications environment for a large organisation, ideally across multiple sites.
* Experience of providing communications advice to senior managers.
* Experience of working with multiple stakeholders both internally and externally.
* Experience of developing and implementing internal and external communications plans across a range of platforms.
* Experience of writing and producing communications materials for both internal and external stakeholders in a range of formats, e.g. press releases, articles, staff bulletins and social media postings.
* Experience of working with content management systems.
* Experience of the technical administration of digital channels (website and intranet)
* Experience of working with online platforms in a professional environment, including websites, intranets and social media.
* Able to demonstrate effective writing skills for a range of platforms.
* Able to prioritise and work to specific deadlines.
* An ability to manage complex projects including monitoring and evaluation strategies.
* Must be able to work to a flexible working scheme, which may include some weekends/evenings.

**What we can offer you**

Tyne and Wear Fire and Rescue Service Headquarters are based in a purpose build office in Washington, with ample free parking and easy access from the A1 and A19. On site facilities, include catering facilities and an onsite gym. The role also benefits from an attractive package, Local Government Pension Scheme and access to a range of social and volunteering opportunities.

**Closing Date –** Monday 16 April 2018 noon

**Interview date** – week commencing 23 April 2018

For further information and to apply, please visit the following link:

<https://www.northeastjobs.org.uk>

