



**Public Relations Manager, Directorate of Development and External Affairs**

**Home-based (with travel to London and nationally when required)**

**30 hours per week (part-time, 4 days per week)**

**Grade 3 (upper) point 24-28: £30,751 - £34,072 FTE (£24,933.24 - £27,625.95 per annum)**

**+ £480 homeworking allowance per annum, pro rata**

**Permanent contract**

**Are you a dynamic and organised PR Manager, wanting to help shape Family Action's PR strategy so that we can be a bolder, stronger voice for families?**

At Family Action we transform lives by providing practical, emotional and financial support to those who are experiencing poverty, disadvantage and social isolation. We have been building stronger families since 1869 and today we work with more than 60,000 families in over 150 community based services, as well as supporting thousands more through national programmes and grants.

We are looking for a proactive PR manager with proven experience in media relations, with a strong knowledge and understanding of the media or public affairs landscape that will enable you to deliver tangible results. You will need to have a hands-on yet strategic approach and be able to curate and deliver authentic and compelling communications, stories and media opportunities, building narratives around our brand and services to influence recognition and reputation of Family Action as a respected service provider and voice on policy and practice. This role will support influencing and communication effectiveness and help us capitalise on income development opportunities by evidencing organisational and service specific performance and quality at a local, regional and national level. The role aims to support our influencing of professional audiences, policy makers and the general public.

You will be a committed team player, confident to lead PR for Family Action, and adaptable to the changing needs of the organisation as we respond to external circumstances and develop our Directorate of Development and External Affairs. An interest in or experience of public affairs PR, the voluntary sector, health and social care, children and families or wider policy environment would be beneficial - this role reports to the Head of Insight and Influencing at a time when we are expanding our work in this area.

We are committed to Equality, Diversity & Inclusion in all that we do and welcome applications from all sections of the community. We particularly welcome applications from Black, Asian and minority ethnic candidates, LGBTQIA+ candidates and candidates with disabilities because we are committed to increasing the representation of these groups at Family Action. We know that greater diversity will lead to even greater results for families and children and strive for our workforce to be truly representative of the diverse communities we support. We offer a guaranteed interview scheme for disabled applicants and will reimburse your travel cost if you attend an interview.

**What will we offer you?**

We'll offer you a generous pension scheme and leave entitlements, eye care vouchers, a cycle to work scheme and other great benefits. All roles in Family Action are open to a discussion about possible flexible working options, subject to business needs, and all new starters will have the right to make a flexible working request from day one of employment. We have an excellent wellbeing offer and we will invest in your professional development with on-going quality training and career



development opportunities. You'll join an established, supportive and high-performing service and have the opportunity to thrive in an innovative organisation that values your opinion, encourages learning and has the needs of children and families at its core.

We are forward looking, ambitious and committed to continuous improvement. We are a **people focused, can-do** organisation, which strives for **excellence** in all we do and operates with **mutual respect**. If you share these values and behaviours and have the necessary skills then we look forward to hearing from you.

**For an application pack and further information please visit:**

[www.family-action.org.uk/get-involved/work-us/current-vacancies/](http://www.family-action.org.uk/get-involved/work-us/current-vacancies/)

**Please email completed applications to:** [completed.application19@family-action.org.uk](mailto:completed.application19@family-action.org.uk)

**Closing date:** Monday 4<sup>th</sup> July 2022 at 09:00am

**Interview date:** TBC

We reserve the right to close this vacancy early if we receive sufficient applications for the role. Therefore, if you are interested, please submit your application as early as possible.

Appointments are subject to Family Action receiving a satisfactory disclosure from the Disclosure and Barring Service.

**ID: 420**