Communications Officer (READVERTISEMENT)
Salary band £25,987 – £28,440 (pending job evaluation)
37 hours per week (full time, 2 year fixed term)
Edinburgh

Please note that previous applicants need not apply.

We have an exciting new opportunity for a Communication Officer to join our busy Communications & Engagement Team which aims to raise awareness of who we are and what we do.

Children's Hearings Scotland is part of Scotland's unique Children's Hearing System which exists to ensure the safety and wellbeing of children and young people in Scotland. We support 3,000 volunteers who sit on children’s hearings and make decisions with and for children and young people in Scotland.

As the successful candidate, you will play a key role in the Communications & Engagement Team providing PR, marketing and communications support to National Team colleagues and the wider CHS community.

You will have a proven track record of working in a PR, communications and/or marketing role. Strong writing, proof reading and organisation skills are essential, as is a good understanding of using social and digital tools to increase reach. We are looking for a creative ‘ideas’ person who will bring copious amounts of energy, spark and enthusiasm to this role and who will also inspire those working with them to do similar.

We have ambitious plans for the future and this role offers you the opportunity to develop your skills across the communications. In addition, you will have the opportunity to work for an organisation that makes a real difference in the lives of children and young people in communities across Scotland.

You may be required to travel across Scotland and work on occasion outside CHS’ normal working hours to meet the requirements of the job.

Closing Date: Thursday 14 March at 12:00 noon. Interviews will be held on Thursday 21 March.

For more details please download the job description and person specification from our website. If you wish to apply for this post, please complete our application form and send to jobs@chs.gsi.gov.uk.

Appointment is normally made on the minimum step of the salary range.

Due to the high volume of applications for this post, if you have not heard from CHS within 1 week of the closing date you should assume you have been unsuccessful this time.

This post is subject to PVG Disclosure Scotland and Scottish government security clearance. CHS is striving towards equal opportunities in employment.