

## Job Advert: Communications Officer

**Working pattern:** 35 hours per week - Monday to Friday (flexible)

**Salary:** starting from £25,882 per annum plus 6% pension contribution

**Annual Leave:** 27 days per year plus Bank Holidays

**Contract duration:** Permanent

**Location:** ESCV office in Eastbourne and remote working

East Sussex Community Voice (ESCV) is seeking a skilled, committed and energetic individual to drive forward our communication activity and support delivery of our innovative community-focused projects and programmes.

Established in 2013, ESCV is a Community Interest Company. Our vision is for 'People centred public services in East Sussex; where all members of the public are empowered to have a say in service, design, and delivery'. We deliver Healthwatch East Sussex, the EU-funded 'it takes a Village to Raise A Child' (VRAC) project, and a number of other initiatives in East Sussex.

Working closely with staff and volunteers, you will gather views and experiences from individuals, communities, and stakeholders across East Sussex. You will help us deliver strong and accessible messages that inform and support change on a range of issues such as health, care, young people and housing.

You will manage our website and social media platforms, write articles about the work we undertake and collate news stories for publication in the media, newsletters, bulletins and online. You will adapt our messaging to a wide range of audiences and distribute these effectively. There are opportunities for innovation and development.

As part of a small but growing organisation, you will be involved in many aspects of our challenging, evolving, and rewarding work. The ability to pick-up new skills and approaches, adapt and find pragmatic solutions is essential to the role.

***"East Sussex Community Voice is an Equal Opportunities and Diversity employer and welcomes candidates from all sections of the community."***

### Application Pack:

For further details and an application pack about this exciting opportunity, please visit [www.escv.org.uk/work-with-us](http://www.escv.org.uk/work-with-us) and download the Job Description/Person Specification and Application Form or use the links below:

- [Job Description and Person Specification - Communications Officer](#)
- [Application Form - Communication Officer](#)
- A copy of our [Equal Opportunities Policy](#)

**How to apply:** Please complete and return the application form above using the details enclosed.

**Deadline for applications:** Midnight on Monday 31<sup>st</sup> January 2022

*Previous applicants need not apply.*

**Interview date:** Thursday 10<sup>th</sup> February 2022

*Please note interviews may be face-to-face or virtual (Teams, Zooms etc.)*

**Contact Us:**

For any further information or queries please contact:

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