

Responsible to: Founder

Time commitment: To run an effective service, we generally need the PR Communications Volunteer to volunteer a minimum of 5-7 hours per week. We operate flexible working.

About the Role:

InspireUK - The Charity is currently recruiting for a reliable, friendly volunteer who has experience in PR and Communications. The ideal volunteer will be passionate about making a positive difference to people's lives in the UK.

We are a friendly charity, and we really appreciate the value a volunteer can bring and the impact they can have on people's lives who suffer from mental health issues. This is a great opportunity for a PR and Communications Co-Ordinator to join our communication and social media team! The role will involve you co-ordinating PR and communications effectively in line with our Charity strategy and objectives. Your role will be imperative to our Charities growth and you will get to see first-hand the difference your effort has made, and the positive outcomes created with your help.

Responsibilities include:

- Evaluate and establish the public relations plan and strategy
- Engage with the social and marketing team to ensure that the PR campaigns are aligned with all company strategic goals and relevant plans for growth and new opportunities.
- Pitch new ideas, and amplify content and social concepts to propel brand awareness while representing the brand voice, and staying consistent with current trends and media opportunities
- Write timely press releases and media kits, and direct social media team for proactive and regular communication
- Help establish crisis strategies and contain any damage
- Engage with other organisations, collaborate services and advertise services.

What are we looking for?

- The ability to communicate compelling stories and key messages to specific target audiences through a variety of mediums, including effective and engaging copywriting
- Experience developing and maintaining media relations to secure positive media coverage
- Experience creating effective PR strategies and campaigns
- Excellent interpersonal and communication skills, including effective writing skills
- Flexibility, determination, enthusiasm and the ability to cope under pressure
- Creativity, imagination and initiative
- The ability to think strategically, for planning successful PR campaigns

Role Description: PR and Communications Co-Ordinator



The benefits to you:

- Opportunity to develop communications & engagement skills
- The satisfaction of knowing you will be making a difference to real people's lives
- Resources, training in safeguarding prevention, mental health, and ongoing support

Please apply by sending your CV to info@inspireuk.co or leilahobart@inspireuk.co