



COMMUNICATIONS OFFICER

The Free Church of Scotland has around 100 congregations, a mission programme at home and overseas and a training College. The Church wishes to appoint a Communications Officer in its Central Offices in Edinburgh for an initial three year period to perform a key role in promoting this work and supporting its mission.

Key Objectives

- Working with the Communications Committee and the Chief Administrative Officer, agree short and medium term communication priorities and develop a set of plans that align with these.
- Develop and deliver regular communications to stakeholders across the Church.
- Working with the Home and International Missions Boards and the Finance Manager, support the execution of a communications plan to increase support amongst the Church's donor base and from external funding bodies.
- Develop communication networks across all committees and boards as well as Presbyteries and congregations to share news and best practice and to encourage prayer for the work of the Church.
- Develop the Church's website and other new media opportunities.
- Provide support to the Church's Media Officer in engaging with the press and other external media.
- Monitor the impact of all communication activities.

Reporting to the Chief Administrative Officer, the position requires prior experience in news-gathering, journalism or a related field. You will be highly articulate with excellent oral, written and interpersonal skills and will be able to demonstrate the necessary enthusiasm, flexibility and experience to work under your own initiative in a small team environment.

You will be working in a Christian environment and will be expected to deal with Church courts, committees and boards as well as external organisations. It is therefore essential that applicants are sympathetic to the mission and ethos of the Free Church of Scotland.

Applicants may obtain further information, and an application form, from Mrs Sharon Fraser, PA to Chief Administrative Officer, Free Church of Scotland, The Mound, Edinburgh EH1 2LS (tel. 0131 226 5286) or by email at offices@freechurchofscotland.org.uk.

The closing date for applications is **10 February 2012**.