



Marketing & Communications Officer

Term: 1 year fixed term contract with extension subject to continued funding.

Hours: Full Time 37.5 hours per week (Part Time will also be considered).

Salary: £18,000 to £25,000 (pro rata) depending upon experience.

Location: Flexible (Travel to County FA HQ in Swindon and around Wiltshire required).

Wiltshire County FA is the not-for-profit, governing body of football in Wiltshire. We grow participation, promote diversity and regulate the sport for everyone to enjoy. With over 19,000 players, 1,000 affiliated clubs, 406 referees, Wiltshire County FA is proud to support football for all.

The Association is set for transformational change during 2019 as we prepare to develop a brand new purpose built football 'hub' facility in Devizes. The new facility promises to be a beacon for football in Wiltshire that services the entire community and to ensure success we are seeking to recruit a marketing & communications officer. The successful candidate will support the Association by providing marketing and communication expertise to enable our move to the new headquarters and to deliver against the objectives set within our corporate strategy 2018-2021.

The post holder will report to The Chief Executive Officer and shall work closely with the Football Development and Football Services departments.

Full details of the position can be found within the Role Profile and a snapshot is provided below:

Job Purpose

- Lead the development, implementation and review of the Wiltshire County FA Marketing and Communications plan.
- Lead the creation of a package to attract new sponsorship to the Wiltshire County FA.
- To assist in the efficient running of the Football Services and Football Development departments.
- To support delivery of The FA National Game Strategy in partnership with key stakeholders.

Applicants must have a proven track record of providing exceptional marketing and communication support and demonstrate competency utilising IT systems. An understanding of grassroots football and a 'can do', customer centric approach to work is essential.

Further information on the role can be found on www.wiltshirefa.com or by calling the office on 01793 486047 and speaking to Oliver Selfe. To apply please submit a CV and cover letter clearly outlining how you meet the job specification. Applications should be marked 'Private and Confidential' and submitted to the Chief Executive Officer, Oliver Selfe, at oliver.selfe@wiltshirefa.com. CVs on their own will not be accepted.

Wiltshire County FA offers all employees a generous allocation of 28 days annual leave (pro rata) + Bank Holidays, 3% contributory pension and training opportunities.

Closing date: 12.00pm on Wednesday 6th February 2019.

Interviews: Friday 15th February 2019.

Wiltshire County Football Association is committed to equality of opportunity and welcomes applications from all sections of the community.