

Senior Communications Officer

Full time 36 hours a week

Salary: 45K-50K

The ODPA is looking to recruit a creative professional for its communications and outreach team.

Role requirements:

- A creative and versatile team player, able to manage implementation of public information campaigns from conception to delivery.
- Event planning, scheduling and delivery.
- A demonstrated ability to address complex issues, which can be of a sensitive nature.
- Develop outreach activities under Project Bijou, the ODPA's outreach arm, to educate people about data protection and privacy issues, encourage ethical data use and improve compliance with local data protection legislation.
- Research, write, and produce key ODPA publications including newsletters, press releases and public statements.
- Create effective graphics and images using software tools to support communications publications.
- Liaise with colleagues in other departments to support and promote the ODPA's regulatory functions and strategic aims as a globally recognised and respected data protection authority.
- Manage multi-media and website content across social media platforms.
- Develop and maintain a positive relationship with local media to enhance engagement and compliance with the ODPA
- Work under their own initiative within framework of the ODPA communications strategy.
- Contribute to a clear editorial strategy for developing reach and awareness among our regulated community.

Experience / Skills

- At least 5 years' experience in journalism, marketing and/or public relations.
- Strong writing, grammar, editorial and communication skills with a particular focus on accuracy and a keen eye for developing storytelling specific to ODPA objectives.
- Extensive experience in digital communications and impactful content creation.
- Crisis communications experience.
- Experience managing and delivering multiple projects in a timely manner in accordance with strategic priorities.

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