



Marketing & Communications Assistant

Contract: Full time, 12 months fixed term (with possibility of extending)

Salary: £17,000 per annum

Location: Manchester

The Royal Exchange Theatre sits at the heart of Manchester's culturally dynamic city centre. We are one of the largest and most compelling producing theatre companies in the UK.

We are looking for a creative, motivated and enthusiastic individual with a passion for theatre and a desire to develop a career in marketing to join our team.

The Marketing and Communications Assistant will work closely with the Communications Manager and the Marketing Team to raise the profile of the Theatre, to deliver press, communications, digital and social media campaigns and support general marketing activity. This is an exciting career development opportunity with the chance to learn new skills as a member of an experienced and creative team.

Applicants should have an interest in marketing and communications, the ability to write creative copy as well as being a confident communicator. The theatre is fast-paced so candidates should be able to multi-task and work under pressure both as part of a team and independently. They should also have a good understanding of social media and experience of a wide range of IT packages.

For further information please go to the Royal Exchange website for a recruitment pack and details on how to apply – www.royalexchange.co.uk/jobs

Closing date: Wednesday 26 September at 5pm

Interviews: Wednesday 3 October

We believe that diversity strengthens and enriches us, and that it is the responsibility of everyone at the Royal Exchange Theatre to make the arts and cultural sector a more diverse and equal place. As Black, Asian and minority ethnic (BAME) and disabled people are currently under-represented here, we particularly encourage and welcome applications from BAME and disabled applicants. All appointments will be made on merit.

The Royal Exchange Theatre Company is a registered charity, No 255424