



**One in Christ Jesus,
engaged in God's mission,
empowered by the Spirit**

Churches Together in England Communications Assistant

Churches Together in England (CTE) is seeking to appoint a proactive and engaging communications assistant for seven hours per week, on an eight-month fixed term contract.

The role offers the opportunity to be involved in creating digital communications content for CTE's website, Twitter account and e-newsletter, and to play a key role in supporting the delivery of CTE's new website in 2020.

This new role comes during a period of exciting development at CTE, and the successful candidate will report to the Senior Communications and Media Officer.

- Seven hours per week (either two half-days or one full day per week)
- Eight-month fixed term contract
- Home-based, accessible to London
- £12.60 per hour

The ideal candidate will be an engaging written communicator with strong organisational skills and a positive, proactive attitude. Experience in creating content for websites and/or social media are strongly desirable. The candidate should be a 'self-starter' and confident working remotely, from home.

**An application pack can be downloaded at
[cte.org.uk/CommsAssistant](https://www.cte.org.uk/CommsAssistant)**

To arrange an informal conversation about the role, please contact Lucy Olofinjana, Senior Communications and Media Officer, at website@cte.org.uk

Closing date: 9am on Friday 31st January 2020

Interview date: Tuesday 11th February 2020 in Tavistock Square, London

Start date: As soon as possible

There is a Genuine Occupational Requirement for applicants to be a practising Christian and an active member in good standing of a member church of CTE/CTBI.

www.cte.org.uk