

YORKSHIRE SYNOD

SYNOD COMMUNICATIONS AND DIGITAL LEAD

Person Specification

Requirements	Essential	Desirable	Measurement
Education and qualifications	Educated to GCSE level or equivalent	A qualification in communications or media	A, I
Experience	<p>Experience of implementing a digital strategy</p> <p>Experience of social media management and content curation</p> <p>Experience of website management and content curation</p>	<p>Experience of working for a church organisation or charity.</p> <p>2 years' experience of working in the communications/digital media field</p>	A, I
Knowledge	Knowledge of current digital trends.	<p>Knowledge of how digital can be applied to ministry and mission.</p> <p>Knowledge of church-based organisations and structure.</p> <p>Knowledge of IT equipment and its functionality</p>	A, I
Skills and abilities	<p>Strong written and oral communication skills.</p> <p>Strong organisational skills</p> <p>Strong self-motivation and interpersonal skills.</p> <p>Basic graphic design skills for posters, flyers and other content.</p>	<p>Wordpress CMS</p> <p>Video editing skills</p> <p>Audio editing skills</p> <p>Advanced Graphic design skills</p>	A, I, D

	Familiar with Canva or an equivalent design tool.		
Other	<p>Willing to travel within the Yorkshire Synod (roughly synonymous with the county of Yorkshire)</p> <p>Flexible in attending meetings, events (potentially weekends and evenings)</p> <p>Willing to work within the Christian ethos of the United Reformed Church.</p>		A, I

The role is subject to a satisfactory Enhanced Disclosure from the Disclosure & Barring Service.

A – Application Form

I – Interview

D – Design and written ‘challenge’