

Job Title: Marketing and Communications Manager

Term: Full time permanent (Part time also considered)

Salary: £25,000 - £35,000 plus bonus: Dependent upon experience

Working Hours: Flexible working, based around a 37.5-hour week

Location: Hybrid – office located in Wakefield

Do you have excellent marketing and communication skills?

Would you like to join a dynamic and committed team, helping to develop the communications and engagement activities that drive change for the better?

How we travel daily affects our finances, health, work-life balance as well as our community, and our environment. For lots of people there are opportunities to travel in a way that has a more positive impact on us, and a less negative impact on the environment around us.

At TPS we develop and deliver strategies aimed at influencing how people travel. We engage with people to encourage and support sustainable travel choices. We aim to catch people's attention, to inform them, and to encourage them to try new things. We explain why people should think about their daily travel choices, the benefits that doing so can deliver, and the positive impacts it can have.

Our projects and target audiences are diverse, requiring us to work across multiple communication channels. Through your role you will:

- Develop and deliver communication and engagement strategies, working with colleagues and clients to identify the appropriate mix of communication channels for the project.
- Create marketing or communications materials for a range of audiences and tailoring the messaging and content appropriately.
- Write, edit, and proofread compelling content for print, digital and social.
- Organise and deliver face-to-face engagement sessions and events.
- Develop content to promote our business and the work we deliver, as part of a wider business development and marketing strategy.
- Build strong internal and external relationship.

The successful applicant will:

- Be enthusiastic, hardworking and able to use their own initiative.
- Have worked within a communications and marketing role, with a strong knowledge of how to utilise different communication channels.
- Have strong written and inter-personal skills.
- Be confident, and able to communicate and develop their own ideas.
- Be able to manage their own time, and to work across multiple projects simultaneously.
- Be organised, self-disciplined and conscientious.

The successful candidate will be supported, mentored and provided with opportunities to progress by the TPS Team. We encourage people to take

responsibility, to seize opportunities, to lead and to learn. We provide an attractive employment package and support a healthy work life balance. We will expect you to work hard, but we don't expect work to be your life. There is too much else to do!

If the above sounds interesting, we'd love to hear from you. For the right individuals our opportunities are flexible, so let's have a chat about who you are, what you do, where you are based and why you would be a great addition to our team at TPS.

Why work with us?

We offer an excellent range of employee benefits, including:

- 28 days annual leave (including 3 days between Christmas and New Year).
- Formal Time Off in Lieu policy.
- Flexible working policy, with no core hours
- Option to work from home / remotely, as appropriate to your role
- Structured training and development programme, with an annual time allowance for courses / in-house mentoring.
- Annual pay review.
- Pension contribution.
- Free Lunch Fridays.
- Profit-share bonus scheme.
- Funded social events.
- Cycle to Work scheme.
- Childcare voucher scheme.
- Electric Vehicle salary sacrifice scheme.

Further Information

Further information about our business can also be found on our website:

www.tpsconsultants.co.uk

Should you wish to talk through the opportunity further, we would be more than happy to have an informal chat. Please contact John Hacker – john.hacker@tpsconsultants.co.uk or 07747563606.

Applications

Applications should be submitted by email to john.hacker@tpsconsultants.co.uk

Applicants should send their full CV, along with a covering letter which clearly sets out why you see yourself as being suitable for the role.