

# CREATIVE ISLAND

Position: Communications Lead - *Can You Hear Us*  
(P/time flexible 30 hours per week from Aug/Sept 2025 – December 2026)

Based: A blend of working from home, at our base at Building 41, and out in the community.

Responsible to: Programme Producer

Last Updated: July 2025

**1. Objectives and Responsibilities:**

- 1.1 Oversee all internal and external communications for *Can You Hear Us*.
- 1.2 Develop and implement an effective communication strategy and support the development of the visual identity for *Can You Hear Us*.
- 1.3 Plan, design, and manage the production of all project marketing materials.
- 1.4 Lead on the commissioning and delivery of the digital content.
- 1.5 Undertake any other tasks that can reasonably be required of the role.

**2. Duties:**

- 2.1 Oversee all internal and external communications for *Can You Hear Us*.
  - Support the development of communication strategies across all delivery partners.
  - Effectively plan and develop content for the Instagram, LinkedIn and Facebook accounts.
  - As required, produce press releases and communicate to media contacts.
- 2.2 Develop and implement effective communication strategy including a visual identity for *Can You Hear Us*.
  - Support the development of the brand identity for *Can You Hear Us* and ensure its effective use throughout the project.
  - Build partnerships with on-island and off-island media channels that offer the opportunity to amplify the programme.
  - Ensure the programme is widely understood and actively supported, with a strong focus on engaging young people and schools.
- 2.3 Plan and manage the design content and production of all marketing materials.

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- 2.4 Lead on the commissioning and delivery of the digital content
- 2.5 To undertake any other tasks that can reasonably be required of the role.

Ensure that *Can You Hear Us* contributes to and benefits from dialogue with other national and international providers in arts, culture & heritage.

Attend occasional sub Island hubs and sectoral meetings to better understand the needs and challenges of the island.

## Personal Skills

A confident communicator and presenter  
Strong writing, editing, proofreading, layout and design abilities.  
Professional printing/publishing skills, including ability to present concepts verbally.  
Excellent organisational and planning skills  
Strong knowledge and understanding of current trends in digital media/social media  
Arts, cultural and heritage press and media contacts  
Self-motivated.