STIRLING CARERS CENTRE

EMPOWERING • INCLUSIVE • ACCOUNTABLE

COMMUNICATIONS ASSISTANT – DIGITAL SERVICES

(Temporary - 6 month contract)

21 hours per week – working pattern to be agreed

£14.05 per hour

Stirling Carers Centre (SCC) is a well-regarded and successful charity/organisation providing tailored information, advice, emotional and practical support to young people and adults who look after a relative or friend who, due to illness, disability, mental health conditions or addiction, could not manage without their help.

The Communications Team works across the organisation to promote the organisation's activities; support staff use of digital technologies; maintain, develop and monitor digital platforms; maintain the organisation's CRM database; and produce a range of publications, including regular e-bulletins and a bi-annual magazine.

As the Communications Assistant, you'll work as part of our Communications Team to enhance our online presence and engage Carers and stakeholders. Your responsibilities will include managing social media, website development, and using digital tools to support service delivery and Carer well-being. Working closely with the Communications Officer, you'll ensure digital communications align with our brand standards and will also contribute to digital development projects.

This is a temporary role for 6 months from start of employment.

For more information on our services and an application pack; please visit our website: www.stirlingcarers.co.uk/vacancies

Closing Date: 5pm, Friday 17th May 2024

Stirling Carers Centre is an Equal Opportunities Employer, Disability Confident Employer, Living Wage Employer and Carer Positive Employer.

Clackmannanshire & Stirling Health & Social Care Partnership

COMMUNITY FUND

TRUSTED CHARITY MARK LEVEL 1 NCVO Awarded October 2020

A Network Partner of CARERS TRUST

Carers Forum Stirling Area t/a Stirling Carers Centre is a Company Limited by Guarantee No: SC165487 and Registered Charity No: SC020213.