**NELT**

**The Academy at Shotton Hall,**

**Passfield Way, Peterlee, Co. Durham. SR8 1AU**

**Communications and Marketing officer**

**(with responsibility for graphic design)**

**Scale 5 pt 22-25 £20,661 - £22,658 Full time**

The North East Learning Trust is seeking to appoint a communications officer with graphic design experience to their communications and marketing team. The ideal candidate must be highly creative, enthusiastic and full of ideas. The dual nature of the role means we are looking for someone with a foundation in graphic design, but who also has a flair for copywriting, and who is keen to expand their knowledge of communications and marketing techniques. We are looking for someone who thinks differently and who can contribute to the development of campaign idea, social media content and PR strategies to help our successful multi-academy trust go from strength-to-strength.

You should be experienced in producing professional design materials across a range of disciplines for print and online applications and be able to run with design briefs and confidently manage all aspects of the design process.

If you are invited for interview you will be asked to bring examples of a range of your graphic design work.

Please provide full details of how you feel you meet the job description and person specification in your application.

Application forms and further details are available from the Nelt web site www.nelt.co.uk or Debra Livingston, Head of Administrative Services Tel: 0191 5180222 Ext 104 or 07739678353. These should be returned with a supporting letter by Thursday 23rd November 2017 to NELT The Academy at Shotton Hall, Passfield Way, Peterlee, Co. Durham SR8 1AU or [debra.livingston@NELT.co.uk](mailto:debra.livingston@NELT.co.uk). Interviews will take place week commencing 27th November 2017

**The North East Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure. New entrants to NELT will be subject to a six month probationary period.**

NELT is an Equal Opportunity Employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community.

Applications with disabilities will be granted an interview if the essential job criteria are met.