

Communications Team Leader and Website Development Manager

Person specification

	Essential	Desirable
Qualifications	<p>Qualification in Communications digital marketing or related field</p> <p>Valid Driving license and access to a vehicle for work purposes or demonstrate mobility in terms of meeting the job requirements</p>	
Experience	<p>Minimum of 1 years' experience (paid or voluntary) in digital media content development, communications or marketing</p> <p>Experience of using a website Content Management System.</p> <p>Experience of developing and implementing communication strategies.</p> <p>Understanding and knowledge of Brand Identity and Brand Credentials, ensuring consistency across all forms of central Communications and creativity in its implementation.</p> <p>Experience in creating graphics and designing promotional material</p> <p>Experience and complete understanding of social media (Facebook, Twitter, Instagram etc)</p> <p>Experience of using social media management tools.</p> <p>Experience in the use of Microsoft Office Suite</p>	<p>Experience in managing Square Space websites.</p> <p>Experience in managing communications on behalf of a church</p> <p>Experience of working with volunteers.</p> <p>Experience of social media in voluntary sector/faith sector</p>
Skills	<p>Creative.</p> <p>Ability to think strategically.</p> <p>Ability to communicate faith</p>	<p>Strong skills in the use of the Adobe Creative Cloud Suite, in particular Photoshop, Illustrator, InDesign/Canva</p>

	<p>Skills in using analytical data to increase online impact.</p> <p>Excellent computer skills with the ability to learn new software.</p> <p>Excellent oral and written communication skills.</p> <p>Excellent interpersonal skills.</p> <p>The ability to write concisely and clearly.</p> <p>Strong copywriting and copy editing skills.</p> <p>Excellent proof reading skills.</p> <p>Ability to prioritise demanding workloads and work under pressure to meet strict deadlines ensuring excellent attention to detail.</p> <p>Ability to work independently and as part of a Team.</p> <p>Excellent Team Leadership skills with the ability to work and co-ordinate a team and build relationships.</p> <p>Excellent organisational skills</p> <p>Excellent attention to detail</p> <p>Task completer</p>	
Personal / character	<p>Passion for God and a desire to share that passion.</p> <p>Demonstration of faith in Jesus, including willingness and ability to communicate your own story of your faith journey</p> <p>Commitment to the statement of faith of the Methodist Church in Ireland</p>	

No applicant will be shortlisted for interview unless the application form clearly demonstrates that they meet **all** the essential criteria. The Methodist Church in Ireland reserves the right to shortlist applicants for interview based on the essential criteria only or on the essential and desirable criteria

It is a requirement that the successful candidate agrees to the following

The Methodist Church in Ireland Statement of Faith

I Believe...

The Methodist Church as part of the worldwide church shares those core beliefs passed down from the time of the Apostles. Those beliefs are founded on the Bible and are summed up in the creeds, which are regularly used in Christian services of all denominations. The word "creed" comes from the Latin "credo" meaning "I believe." The two better-known creeds are the 4th century Nicene Creed and this,

the simpler Apostles' Creed:

I believe in God, the Father almighty, Creator of heaven and earth.

I believe in Jesus Christ, his only Son, our Lord.

He was conceived by the power of the Holy Spirit and born of the Virgin Mary.

He suffered under Pontius Pilate, was crucified, died, and was buried. He descended to the dead.

On the third day he rose again. He ascended into heaven, and is seated at the right hand of the Father.

He will come again to judge the living and the dead.

I believe in the Holy Spirit,

the holy catholic Church,

the communion of saints,

the forgiveness of sins,

the resurrection of the body,

and the life everlasting.