



Head of Communications

Job information pack
February 2022

www.thistle.org.uk





Head of Communications

A fantastic opportunity to join a pioneering health and wellbeing charity and to lead and coach our small, professional in-house communications team.

We're looking for a senior communications practitioner to work as part of our Development and Senior Leaders Teams to support our exciting development and growth plans. With at least five years' experience in both internal and external communication, the successful candidate will share our values and commitment to collaborative working.

If you know how to integrate communication to enhance and protect reputation, are passionate about engaging employees, can manage channels, are able to devise and write great content for different stakeholder groups and enjoy working closely with colleagues in areas outwith communication, then you will find Thistle an exciting and rewarding place to work.

Head of Communications Job Purpose

- To work closely with Thistle's CEO to ensure communication supports organisational priorities.
- To protect and enhance Thistle's reputation through proactive and reactive communication that is aligned with our values and builds awareness and understanding of our Approach.
- To build relationships with our stakeholders (including employees, people we support, local community, influencers, elected and non-elected representatives, media, other organisations in our sector and beyond) in support of our mission.
- To provide communications support for change within Thistle.
- To provide communications counsel for colleagues across the organisation and be a part of the Senior Leaders Team.
- To provide cover for the external affairs manager to ensure seamless internal and external communication integration and cover.

Please see full job description on website:
www.thistle.org.uk/vacancies





Person Specification

Essential

- 5+ years working in communication.
- Excellent communication skills.
- Hands-on approach
- Copy-writing – from blog articles to posts and CEO updates to intranet news.
- Demonstrable networking and relationship building skills
- Ability to work proactively and creatively on own or as part of a team
- Managing a budget.
- Understanding of stakeholder engagement and stakeholder management.
- Ability to work to tight deadlines.
- Flexible approach to work, able to accommodate competing priorities and adapt to change.
- Understanding of digital channels.
- Ability to assess ideas against business priorities.
- Practiced in managing conflicting priorities.
- Confident and able to advise, influence and constructively disagree to ensure our external communication is aligned to our values and engages our stakeholders.
- Issues/crisis management experience
- Broad media relations experience with good contacts in Scotland and a commitment to upskill the team in this area.

Desirable

- Experience of working within charity sector.
- Familiar with the health and social care sector in Scotland.
- Some understanding of fundraising.



About Thistle

Based in Edinburgh, we are a health and wellbeing charity with national ambitions. We support people living with disabilities, long term health conditions - including long covid - or facing challenging life situations to live well.

This support has earned us recognition and support from communities and healthcare professionals alike, and Thistle Learning provides sector-leading training to health and social care professionals across the third, public and private sectors.

Our supported living service is going through a period of exciting change as we move towards self-organised teams to enhance well-being and our person-centred support to people living with disabilities and/or long-term health conditions. It's an exciting time to join the organisation.



Role details, appointment process and how to apply

Salary: £42,115 pro rata

Hours: 32 hours/week (4 days)

Closing Date: 5pm on Tuesday 22 February 2022

First stage interviews will be held on Wednesday 2nd March.

Second stage interviews will be held on Tuesday 8th March.

Application is by CV and cover letter or by online application form.

**If you would like an informal chat about the role, please contact
Sam Hunter: sam.hunter@thistle.org.uk**

www.thistle.org.uk

thistle
Foundation