

**Office of the Police and Crime Commissioner for Thames Valley
Kidlington
Communications and Engagement Manager
Band 4J, circa £40,067 per annum, pro rata where necessary
Progression based on performance, plus benefits
Job share applicants will be considered
INTERNAL/EXTERNAL VACANCY
JOB REF: 15621 (NH)**

We are looking for a Communications and Engagement Manager for the Police and Crime Commissioner (PCC). In this role you will effectively communicate and promote the Police and Crime Commissioner's policies, decisions and actions to all communities across the Thames Valley and proactively monitor and manage the PCC's response to public and media comment.

The successful candidate will have knowledge and experience of public and stakeholder engagement practices and techniques and be able to assess their effectiveness and value. You will have a nationally recognised qualification or equivalent relevant experience in internal communications, public relations or journalism together with experience of organising and managing public relations and communications functions, activities and events, including of diverse and hard to reach communities. It is essential you have good IT skills including Microsoft Office with the ability to develop and maintain web pages as well as experience of working in digital and social media. Previous experience of senior management decision making is required along with the ability and experience to interpret and communicate complex issues and information to a non-technical audience.

A flexible approach to working is essential as some events require attendance in the evenings or weekends. The capability to travel to different locations across the Force area is essential in order to undertake all assignments in a timely manner. Due to the requirement to work flexibly, including unsocial hours, public transport may not be available therefore a full UK driving licence is considered essential.

If you have any queries please contact People Services Recruitment Department on 0845 2 66 66 77 – Option 1 (internal 301 6500) **quoting reference 15621**.

The closing date for enquiries and receipt of completed applications is **Sunday 7th April 2019**.