



Title: Communications Executive

Hours: 35 hours per week

Contract Type: Permanent

Grade: V

Salary: €49,702 - €59,457

Job Closing Date: Midnight, 29th September 2024

Summary of the role:

Working closely with the Communications Manager and MarComms Team, the Communications Executive will drive the organisation's annual communications and media plans to maximise fundraising, awareness and reputation management opportunities for LauraLynn. The post holder will work closely with cross-organisational functions to deliver internal and external stakeholder communications, events and campaigns in line with the organisational strategy.

This is a fast-paced and multidisciplinary department and therefore this role requires a level of versatility, creativity and an aptitude for thinking outside of the box. It is the perfect opportunity for someone looking to develop their skills within a growing and agile children's charity.

Benefits:

- Strong sense of purpose and meaning
- Flexible working options
- Learning & development opportunities
- Pension Scheme
- Comprehensive induction programme
- Extensive in-house person-centred training programme for nursing, clinical and care staff
- Generous annual leave
- Active wellbeing supports including an inhouse occupational health service and a free 24/7/365 employee assistance programme (EAP) for staff and their immediate family members
- Subsidised canteen
- Free car parking
- VHI group scheme

- Membership to HSSU Credit Union
- Bike to work scheme

Essential Criteria - ideally the successful candidate will possess the following:

- Relevant 3rd level qualification (e.g. Journalism, Communications, PR).
- 2-3 Years' experience in a relevant executive level communications, internal communications or public relations role, within the last 5 years.
- Success in developing and implementing media, awareness and internal campaigns including multi-stakeholder communications
- Success in devising effective stakeholder engagement plans to achieve stated goals
- Experience of managing multiple time sensitive projects simultaneously
- Internal communications experience
- Project management of inter-departmental projects, campaigns and events

Please note that whilst this position is not publicly funded the salary is linked to the national pay scales.

How to Apply:

For a full job description and person specification contact our HR Department,
E: hr@lauralynn.ie

For informal enquiries please contact Suzi Button, on 01 2893151 or E:
Sbutton@lauralynn.ie

Should you need assistance or have any special needs when attending the interview please contact any member of the HR team and reasonable accommodation will be arranged.