



The National Federation of SubPostmasters

Job Advert Communications Officer

£25-29,000 + benefits

The NFSP is a highly influential membership organisation and trade union. We work to maintain a strong national network of post offices and to offer support and assistance to the UK's subpostmasters.

As the post office network emerges from a period of unprecedented change, we are looking for a talented, experienced communications professional to play a key role in delivering information to our members and to external audiences through a range of communications disciplines.

Responsibilities will include managing the NFSP website and webforum, co-ordinating production of our monthly members' journal, and overseeing the production of a range of other publications and member communications.

The successful candidate will have a high level of written and verbal communications skills and is likely to have a background in marketing, PR, design or publishing. Experience of website development; copywriting, proofreading and editing is necessary, together with project managing publications, branding and design work.

An interest in issues affecting subpostmasters and the post office network is essential; an understanding of trade unions, membership organisations or the not-for-profit sector is an advantage.

The post is based at our headquarters in Shoreham-by-Sea, near Brighton.

For application details, please see the NFSP website www.nfsp.org.uk or contact the NFSP at admin@nfsp.org.uk or on 01273 452324.

Closing date for applications: 10am on Wednesday 13 August 2008

Interview date: Wednesday 20 August 2008