



We're looking for a PR and Events Manager!

Who are we?

Electric House is a social media agency with a difference – we're a publisher too. We create, produce and distribute shockingly good video content through our social media communities (and beyond), earning untouchable results for our clients.

A career with us is a vibrant one - we're a rapidly growing agency, based in one of the most iconic offices of the West Midlands. And, whilst we may be getting bigger, we pride ourselves on the family-style culture at the heart of our business.

We look for people who want to be a part of that culture, which means people who share our values. We create together, we believe in being passionate and honest, and we always strive to have a consistent positive impact on the business and on the people around us.

Our founder set out to create a company where nobody hated Mondays, or felt undervalued, and we work hard to uphold those principles. 96% of respondents in a recent team survey said they would refer a friend to work with us, so hopefully, we're doing a good job.

If you're looking to be part of something special - something dynamic, and exciting - Electric House could be the place for you.

The role

The PR and marketing department is growing, and we are looking to strengthen the team by adding a PR Manager who can let the world know who we are and what we're doing. The role will cover a range of communication and event activities, including traditional PR and media relations, digital content spanning web content, blog writing and social media channels plus event coordination and delivery.

As a PR Manager you will:

- Write content and press releases to distribute throughout the media
- Build effective long term relationships with media and other key stakeholders
- Deliver outstanding event experiences including a large annual awards event
- Create content in a variety of forms (blog posts, images, video, case studies, award entries, etc...)
- Manage the Electric House social media channels, including reporting
- Support any crisis communication activity, directed by the Head of Marketing
- Support wider Marketing, PR and Event initiatives, as directed by the Head of Marketing and other business directors



The Successful Candidate

The successful candidate will:

- Have at least 2 years' experience in a PR role.
- Be a big thinker who wants to be part of and contribute to the growth of a fast paced, expanding company
- Have outstanding spoken and written communication skills, with strong copywriting and proofreading abilities
- Have an in depth knowledge of the media landscape across all platforms (digital and traditional)
- Have experience working with a CMS and building/administering website content
- Have experience in managing social media accounts and creating social media posts
- Have a superb attention to detail and the ability to effectively multi-task
- Have excellent organisational, project management and time management skills
- Have experience in event delivery, working with a wide range of stakeholders
- Be able to remain calm under pressure, deputising for the Head of Marketing as required

The Detail

Salary: Competitive

Holidays: 20 days per year, plus 1 additional day for your birthday and 1 additional day for your work anniversary

Job Type: Full-time

Start Date: Immediate.

How to apply: Send your CV and covering letter to kelly@cultureheads.co.uk. We are committed to equality of opportunities and would ask that you remove your name, date of birth, gender, ethnicity, and country of origin from any documents you submit. We just need your phone number to give you a call if your application is successful.