
GREATER HAMMERSMITH COMMUNICATIONS MANAGER



Hours: 4 days/week preferred

Salary: £25k - £35k annual equivalent

Application deadline: 25th May 2007

Start date: As soon as possible

The Greater Hammersmith Business Improvement District (BID) is a business-led not-for-profit company established following a successful ballot process in March 2006, to spend approximately £3m over its five year life span on improving the operating environment of local businesses.

This is a great opportunity for someone to act as a central point of contact for all Hammersmith businesses, to develop and implement a successful communications strategy and support the rest of the executive team in delivering effective projects and services.

Our ideal candidate will have experience of designing and managing complex events on time and to budget as well as experience of and ability to run effective networks and working groups, to chair meetings and to make presentations. They should also be well experienced in communicating effectively orally and in writing with people at all levels, be practically minded, and able to work well with others. Suitable applicants should be proficient in the use of computers and the internet. Knowledge of Business Improvement Districts or town centre management would be extremely beneficial.

Further information on both the company and the position, including a job description, can be found on our website www.greaterhammersmith.com.

To apply, please send a CV and cover letter including details of your current salary to:

Arun Sondhi
Greater Hammersmith
1 Hammersmith Grove
London W6 0NB