



## UJS Communications Manager

Location: London/Hybrid

Salary: £42,000 per annum

Contract: Permanent, Full-Time (flexible working considered)

Reports to: Chief Executive Officer (CEO)

### **About the Union of Jewish Students (UJS)**

UJS is the voice of over 10,000 Jewish students, spanning more than 85 Jewish Societies (JSocs) at universities and colleges across the UK and Ireland. We are a student-centered, peer-led organisation representing Jewish students nationally and internationally. Our mission is to support and enrich Jewish student life and advocate for their interests on campus and beyond.

[www.UJS.org.uk](http://www.UJS.org.uk)

### **The Opportunity**

This is an exciting opportunity to lead on and communicate UJS' long term strategic vision, reporting directly to the CEO. This role will involve bringing UJS' vision to life to important stakeholders through top quality communications, deploying UJS' messaging to the media, political arena, Jewish community and of course, students. A key part of this role would be to support and collaborate with i each year's President and annual sabbatical team to deliver and amplify their impact, while maintaining a strategic overview of the broader UJS strategy,

This role is seeking an individual who is highly motivated to work in a dynamic and professionally challenging environment. The successful candidate must have at least two years' experience in communications strategy and delivery, be comfortable with traditional and digital media and passionate about supporting and working with young Jewish student leadership.

## **Key Responsibilities**

### **Strategic Leadership**

1. Develop and implement a multi-year communications plan aligned with UJS' mission, vision, and long-term goals.
2. Serve as brand guardian – ensuring clarity, consistency, and impact across all UJS platforms and materials.
3. Advise the CEO, President and senior leadership on communications trends, reputational risks, and opportunities for influence, impact and visibility.
4. Lead on supporting UJS Presidents and the broader team on media relations.
5. Develop and maintaining a strong network of media contacts both within and outside the Jewish community (including digital influencers).
6. Lead on stakeholder mapping and engagement strategies - supporting relationship-building with media, Parliament, community partners, universities, and allies.
7. Support fundraising activity through the development of an engaging communications output.
8. Lead UJS' crisis communications and preparedness including handling enquiries with media and journalists.

### **Sabbatical Team Support & Development**

9. Build scalable, adaptable communications plans that support each sabbatical team to effectively communicate their campaigns, events, and advocacy work.
10. Implement the creation and weekly oversight of a comms grid and comms content calendar.
11. Deliver onboarding and ongoing training for each annual student leadership team on UJS tone of voice, media handling, digital best practice and tools.
12. Work collaboratively with sabbatical officers to amplify their impact while maintaining a strategic overview of the broader narrative.

### **Content and Channel Management**

13. Oversee day-to-day content creation across web, social media, email, and print – balancing responsiveness with long-term consistency.
14. Manage and oversee the comms deliverables of the sabbatical officers to enable them to maintain the UJS website, social media and digital infrastructure, helping ensure accessibility, relevance, and alignment with student and other stakeholder needs.
15. Write, edit and support others to create compelling content including press releases, newsletters, blogs, comment pieces, speeches, and reports.
16. Manage relationships with the media (including influencers) to actively push UJS content, campaigns, brand and reputation and achieve positive media coverage for the organisation.
17. Monitor and support Sabbatical teams to monitor relevant media coverage.

## **Operational Oversight**

18. Monitor and evaluate the effectiveness of communications activity using KPIs and analytics tools.
19. Ensure that impact data can be used to inform all other areas of UJS activity.
20. Manage external suppliers (e.g. designers, videographers) where appropriate.
21. Oversee the communications budget and contribute to relevant funding proposals and reporting.
22. Lead the redevelopment of UJS's website.
23. Other tasks as needed to support the operations of UJS

## **Person Specification**

### **Essential**

1. Proven experience developing and implementing long-term communications strategies.
2. Strong experience managing digital platforms and producing engaging multi-channel content.
3. Successful track record of engaging with media and journalists to promote an organisations brand and messages.
4. Excellent written and verbal communication skills, with strong editorial judgement.
5. Demonstrable ability to mentor, train, or support others in communications delivery.
6. Organisational and project management skills, with the ability to manage multiple workstreams and deadlines.
7. A passion for student leadership, Jewish community life, and UJS's mission.
8. Familiarity with graphic design, basic video editing, or Canva.

### **Desirable**

9. Understanding of the UK higher education landscape and/or student life.
10. Knowledge of Jewish communal structures and stakeholder organisations.
11. Experience working with or supporting volunteer/student leaders.
12. History of creating successful communications to a traditionally student aged audience.
13. Understanding of local, national or international politics and geopolitics and the various ways this affects Jewish life both on campus and within the wider Jewish community.
14. Experience line management and/or mentorship.

## **What We Offer**

- A supportive, mission-driven team culture
- Flexible working and hybrid arrangements
- Generous annual leave allowance
- Opportunities for professional development and external training
- The chance to contribute meaningfully to the future of Jewish student life across the UK and Ireland

- Employee benefits such as cheap theatre and concert tickets, 24/7 emergency global GP support, discounts at numerous outlets, shops and restaurants, and more.

## **How to Apply**

To apply, please send a CV and a covering letter explaining why you are a good fit for this role to [recruitment@ujs.org.uk](mailto:recruitment@ujs.org.uk) by Monday 15th September 2025

We particularly welcome applications from candidates from diverse Jewish backgrounds, or with lived experience relevant to our student communities.