



**Role: Media Manager**

**Responsible to: Jamboree Manager**

**Responsible for:** Leading and managing the planning and delivery of the 2013 KIJ Media.

**Main Activities:**

To act as the Media Manager on the Jamboree Management Team, to attend management meetings and manage delivery agents in the following areas.

- ✓ Deputy Media Manager - will assist in all aspects of the Media Manager role
- ✓ Branding - responsible for the protection of the Jamboree brand value
- ✓ Young Spokespeople - ensure young people are afforded the opportunity to be part of and help deliver the many different media formats to be employed.
- ✓ News paper - responsible for the publication of the Jamboree daily newspaper.
- ✓ Multi media - role out a multi media platform across the Jamboree site.
- ✓ Radio - manage the delivery of a KIJ radio station.
- ✓ TV - manage the delivery of a KIJ TV station.
- ✓ Web - responsible for a Jamboree web site that supports and integrates web enabled applications to create a single portal for everything the Jamboree offers.
- ✓ Provide on-line access for participants, leaders and Jamboree staff.
- ✓ PR - responsible for all pre promotion, advertising, editorial, branding issues, conferences and promotional events.
  
- ✓ Further you will be expected to attend internal and external promotional events where appropriate, attend other departmental team meetings as appropriate, have a broad understanding of other departmental needs and requirements, attend sub team meetings, attend meetings in the evening and at weekends, ensure that any critical issues are indicated early and dealt with diligently, create and deliver against a timeline with critical milestones, meet objectives and to deliver within budget.
  
- ✓ You will be able to communicate electronically

Other attributes that may help:

- ✓ Willing to consider on line communication methods such as skype
- ✓ Able to create a delivery strategy working with a broad outlook, whilst delivering against detail.
- ✓ Good interpersonal skills
- ✓ Able to provide good references
- ✓ Enthusiasm for a job well done

Notes:

Whilst we are not specifically looking for anyone who has undertaken the role before any experience will be taken into consideration. We are looking for people who can deliver, if you think this role is for you and it excites you then we want to here from you.

Contact : Andy Trill

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