

Marketing Programmes Coordinator (12-month maternity cover)

About the Role

We're looking for an enthusiastic and organised marketer to join our growing marketing team.

This is an excellent opportunity to gain hands-on experience across multiple areas of B2B marketing while learning from experienced marketers in a supportive environment.

You'll work across a variety of marketing activities, helping to deliver campaigns, support events, manage data and contribute to the day-to-day running of the marketing team.

No two days are the same, making this the perfect role for someone who enjoys variety and wants to build a broad marketing skillset.

We're looking for someone who is:

- Enthusiastic and eager to learn.
- Highly organised with excellent attention to detail.
- Comfortable managing multiple tasks and priorities.
- A strong communicator with good written and verbal skills.
- Interested in digital marketing, events and content creation.
- Confident using technology and willing to learn new systems.
- Proactive, reliable and happy to get involved wherever needed.
- A team player with a positive, can-do attitude.

Your role will include:

- Managing and allocating inbound leads.
- Supporting marketing campaigns, including audience segmentation and data management.
- Assisting with event planning, logistics and coordination.
- Managing/scheduling social media content.
- Uploading and maintaining website content.
- Supporting webinar delivery and administration.
- Managing shared marketing inboxes and responding to enquiries.
- Raising purchase orders and supporting marketing administration.

- Helping keep marketing systems, data and content organised and up to date.
- Providing general support across the marketing team as new projects arise.

What you'll gain

- Exposure to a wide range of B2B marketing disciplines.
- Experience working with modern marketing technologies and CRM platforms.
- The opportunity to contribute to campaigns, events and digital marketing initiatives.
- Ongoing support and mentoring from an award-winning, experienced marketing team.
- A strong foundation for a career in marketing with opportunities to develop and grow.