

ROLE DESCRIPTION: Communications Lead

- Develop overall Communication Strategy and agree with Chair and Vice Chair
- Ensure timely delivery of key objectives as defined in the Communication Strategy, including brand-building, events and membership
- Set and track KPIs for the above
- Manage the Communication team in their respective tasks
- Act as liaison-point with BELT, BCS PR Department, Communication team and media partners
- Curate and quality-control content and copy for blog and thought-leadership articles with PR Department
- Ensure Social Media moderation by the respective volunteer responsible
- Compile guidelines and ensure legal compliance and compliance with BCS brand guidelines with support from the respective BCS specialists
- Liaise also with Membership Lead and Events Lead to ensure linkage of respective objectives
- Provide quarterly status reports on above for BELT meetings
- Manages the following:
 - Publicity Coordinator and Working Group
 - Social Media Coordinator and Working Group
 - Content Coordinator and Contributors