



Dear Applicant

Welcome to Wimbledon Guild!

We are a medium sized local charity that is going from strength to strength and we are looking forward to a new Marketing and Communications Manager joining us. Our mission is 'to provide people in Merton with help and support in times of need' and we achieve this through three key strategic objectives:

- Reducing social isolation and loneliness
- Help people who are experiencing difficulties
- Enabling older people to be active and healthy

We provide a wide range of services, which we are constantly developing in response to local need and aspirations. We collaborate closely with partners in the statutory and voluntary sectors and have a thriving group of volunteers. Our new three-year strategic plan has just been finalised and we have ambitious plans for the organisation.

There are five people in the Marketing and Fundraising team and this role would manage the Marketing Co-Ordinator. Over the last year we have really stepped up our marketing and communications activity including the redesign of all marketing materials, we are about to launch our new website and we have developed a programme of community events including our Wimbledon Guild Waggy Walk and Merton Live!, a new event in partnership with New Wimbledon Theatre.

I am looking for a team player who will be able to make an immediate impact and be excited at the opportunity to make the role their own and try new ideas.

If this sounds like you, it would be great to hear from you. Please complete your application by sending a cv and supporting statement explaining how you meet the person specification criteria and why you would like this job, along with our short application form to [mwilliams@wimbledonguild.co.uk](mailto:mwilliams@wimbledonguild.co.uk).

The closing date is 9am on Monday 14th January and interviews will be on Monday 21<sup>st</sup> January.

If you would like to an informal chat please contact me at [mwilliams@wimbledonguild.co.uk](mailto:mwilliams@wimbledonguild.co.uk)

Many thanks for your interest in Wimbledon Guild.

A handwritten signature in black ink, appearing to read 'Mark Williams'.

Mark Williams

Head of Communications and Fundraising