

Role: Planner - Corporate Communications

Location: 168 Shoreditch High Street (one day in the office, four days flexible working)

Start date: immediately

Salary: £35,000 - £50,000 depending on experience

Contract: Full time

Key skills & knowledge – internal and external corporate audience understanding, research and insight, engagement and integrated communications campaigns, and communications planning

Experience - 6+ years agency experience

Reporting into: Planning Director

Application closes: 7th January

The Opportunity

Given is the agency for purpose-driven brands. Everything that we do is about making brands a force for good - helping create positive change for people, communities and the world. Working with ambitious clients on the creation and execution of purpose, sustainable business strategies, innovation and creative campaigning and storytelling we are seeing the demand for the support that we can offer grow exponentially.

As we head into the next chapter of our business we are looking for a passionate, smart and imaginative planner, with a specialism in corporate communications.

We are looking for someone with practical experience, a creative mind and who can expertly engage and communicate to corporate audiences, as well as the passion and behaviours to inspire teams, colleagues and clients.

Coming from a corporate communications or B2B agency, you will bring an in-depth understanding of the corporate landscape and what it takes to provoke change internally or externally.

This role will see you working on some of our largest accounts as we work to lead the purpose transformation from the inside out. You will consistently deliver high quality work, helping to bring disruptive thinking to our clients in the pursuit of positive impact. You will be able to demonstrate confidence in your own skills, a solutions focused and proactive attitude and a collaborative and hands on attitude.

We offer great benefits, a collaborative and creative environment, impactful and meaningful work, brilliant career opportunities, and the chance to work with some of the biggest and best brands in the world.

Skills needed

- Experience developing and delivering integrated corporate communication campaigns to internal and external corporate audiences.
- Extensive stakeholder communications and engagement experience, able to manage expectations of multiple stakeholders whilst still delivering creatively impactful work
- Excitement and aptitude for creating emotionally charged and creative campaigns in the corporate communications space - and a commitment to protecting the idea through to delivery
- Confident participating in and leading workshops which bring together stakeholders from disparate departments to create a sense of team cohesion and generate insights that can guide consequent creative development
- Audience led, able to develop bespoke campaign plans for individual corporate audiences both internally and externally

- Brilliant brief writer, crafting clear and compelling briefs to inspire stand-out corporate campaigns ideas and executional task briefs to explode this across channels
- Corporate channel understanding, able to provide recommendations on the right channel mix based on the campaign objectives and corporate audience behaviours
- Strong copy-writing skills, able to write corporate communication toolkits in the brand TOV
- Sustainability / purpose understanding welcome but not essential

Recruitment process

Our first step will be a 30 minute phone call to understand a bit more about you and why you've applied. Next, we'll invite candidates to a first round interview to get into more detail about your experience and expectations of the role. The final stage will involve answering a short brief, that should only take a few hours of your time to prep, and presenting back to us. If you are comfortable doing so, we'd prefer at least one stage of the interview process to be face to face in our Shoreditch office.

For our people

- Hybrid working, with only one fixed day in the office a week
- We offer 26 days paid holiday per calendar year pro rata, plus public holidays. We also close the office between Christmas and New Year, which is in addition to your paid holiday allowance
- Company bonus scheme
- Pension Scheme with Aviva, eligible after passing your probation
- Health plan with SimplyHealth, eligible after passing your probation
- £100 working from home allowance to help your home office set up, eligible after passing your probation
- A tenure bonus reward after 3 and 6 years of employment
- Work from anywhere for 1 month of the year, after your first year of employment
- Access to our Given Campus for training and development needs
- Interest free season ticket loan and Bike to Work scheme
- Option and role dependent mobile phone for business and personal use (UK domestic calls only)

About Given

Given is a brand purpose agency. We strive to build successful brands by making business a force for good. We believe that businesses can achieve this if they have a clear purpose, strong values, and create products and ideas that matter for people, communities and the wider world.

You'll be joining a vibrant, ideas-led agency working across brands like IKEA, Zalando, Kimberly Clark, John Lewis Partnership and Virgin Media O2. We are a team that blends purpose, innovation and sustainability consulting, with design, digital and creative execution.

Given strives to be an equal opportunities employer and everyone's commitment to this process will be expected.

To apply: Send CV and cover letter to recruitment@givenagency.com - please add Planner - Corporate Communications in the subject line.

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