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**Communications Assistant**

**Accountable to:** Communications Coordinator

**Team:** Communications

**Pay:** £10.20 per hour plus holiday pay

**Hours:** 0 to 15 hours per week, flexible around your timetable

**Location:** Various

LSESU is looking for a talented and proactive student to join our Communications Team on a part-time basis. We’re searching for an individual who can independently, visually document a variety of LSESU activities and events, through videos and photographs, to a high standard.

To achieve this, you will need to have equally high competency in both your photography and videography skills. Working for the Students’ Union can be quite fast paced at different times of the year. Therefore, this means that you must also have an interest in the student experience, tested time management skills and good attention to detail.

If your application is successful, you will be responsible for producing compelling, informative student-focused content, and will work with us on exploring and interpreting effective ways to engage students.

This is the ideal opportunity for someone with a passion for visual communications and sharing the student experience with a wide variety of audiences.

**The ideal candidate will have:**

* Fluent command of English
* Strong photography and videography skills; experience with creating multimedia content
* An interest in communications through different channels of social media
* Good interpersonal skills
* A curious, can-do approach

**Responsibilities:**

* Planning and delivering digital communications
* Liaising with students
* Working quickly and effectively to meet deadlines
* Following LSESU Communications Guidelines
* Proactively reporting back to the Communications Coordinator

This position is paid the London Living Wage of £10.20 per hour. You will work between 0 to 15 hours per week, with the majority of work taking place in the evenings. This is a crucial element of the role. The hours will be flexible to work around your timetable.

Before you submit your application, we recommend you look through our communications channels:

**Website:** lsesu.com

**Blog:** lsesu.tumblr.com

**Twitter:** @lsesu

**Facebook:** facebook.com/lsesu

**Instagram:** instagram.com/lsesu

LSESU is committed to fully representing LSE’s diverse student community, and we welcome applicants from all nationalities, genders, and levels of study.

