**Role: Interim Head of Communications and Marketing**

**Salary: £ 69,604 p.a.**

**Location: Hybrid Working – Remote / London**

**Contract Type:** Full Time, Fixed Term (12 months)

**How to Apply**

If you believe that you are the right person for this role, please submit your CV and Cover Letter to Leanne Timon at ltimon@rcoa.ac.uk by **Friday 03 October 2025.**

Please note that the close date could be subject to change depending on the success of the recruitment process.

**About You**

You are a strategic and dynamic communications and marketing leader with a track record of delivering campaigns across multiple channels. With experience in managing corporate communications, media relations, and digital engagement. You will understand how to create communications that resonate with target audiences.

Your leadership style is collaborative and results-driven, underpinned by strong organisational skills and the ability to manage complex projects and competing priorities without compromising quality. You have experience overseeing digital platforms from website content and email marketing to social media strategy.

You are an excellent writer and editor who can develop and deliver a compelling narrative aligned to strategic goals. Your expertise in brand management ensures consistent application of visual identity and tone of voice across all touchpoints. You have successfully negotiated and managed contracts and service-level agreements, ensuring value for money.

**About the Role**

The Interim Head of Communications and Marketing will lead the operational planning, management and development of the College’s communications and marketing functions.

The role will ensure that the College’s marketing and communications activity has clear objectives, is based on audience insight and is evaluated against defined metrics.

This role is pivotal in shaping and articulating the College’s overarching narrative, integrating messages from across all workstreams into a compelling and engaging story that enhances understanding and raises the profile of the College and its products and services with internal and external audiences.

Working within a small communications team, this role will work with colleagues and clinical representatives to ensure all activity supports the College’s organisational strategy and values. The role requires balancing a marketing mindset with an understanding of the needs and expectations of our membership, ensuring our communications remain relevant and member focused.

Your duties include but are not limited to:

* Contribute to the development of the marketing and communications strategy that has clear objectives, is based on stakeholder research and insight, has a credible operational plan for delivery and clear evaluation metrics.
* Lead the planning and delivery of proactive and responsive marketing and communications across all channels – earned, owned and paid.
* Lead the development and cascade of messages and engagement across the College’s communications channels, ensuring strategic alignment and consistency.
* Be a proactive and collaborative member of the directorate, embodying the College’s values and leading by example.
* Prepare papers, reports and advice for College Boards, Trustees and Council as required.
* Manage the team and project budget(s) for the Marketing and Communications Team.
* Provide direction, support and constructive feedback for team members through regular 1:1 meetings

**The Package**

This is a full-time, fixed term position with a competitive employee benefits package, which includes (but is not limited to):

* 31 days of annual leave, plus bank holiday
* One additional paid day of leave for each employee for the purpose of celebrating their birthday.
* Healthcare support through Benenden Health
* Up to 12% pension contribution
* Hybrid and flexible working
* Wellbeing hour once a week
* Cycle to work and employee discounts schemes
* Training and development opportunities
* Access to Mental Health First Aiders and Employee Assistance Programmes

**About the College**

The Royal College of Anaesthetists is the professional body responsible for the specialty throughout the UK. We are the third largest medical royal college in the UK by membership. With a combined membership of more than 24,000 Fellows and Members, we ensure the quality of patient care by safeguarding standards in the three specialties of anaesthesia, intensive care and pain medicine.

At RCoA diversity, equality and inclusion is an integral part of our culture so it is important to us that this is reflected in everything that we do. We welcome applications from all individuals irrespective of age, race, gender, sexual orientation, ethnicity, religion or belief, disability, marital status, or parental responsibilities to ensure we actively embrace an inclusive and representative culture that encourages, supports, and celebrates our differences.

Unfortunately, due to the volume of applications, we are unable to provide detailed feedback to candidates on their application. Only short-listed applicants will be contacted after the closing date. Please note that the closing date is subject to change.

If you have any questions or would like more information about this opportunity, please contact: ltimon@rcoa.ac.uk

Applicants must reside and have the right to work in the UK. No agencies please.