



Job Title	Communications Specialist
Job Level	4A
Location	SBP
Business Unit	Global Corporate Communications
Function	Global Corporate Communications
Leader	Global Corporate Communications Manager
People Leadership	N/A
Role Purpose <i>Implement the company's internal and external communication strategy, ensuring the WG&S reputation is enhanced and protected amongst its key audience groups.</i>	
Accountabilities <ul style="list-style-type: none"> • Work with the Global Corporate Communications Manager to evolve and deliver a world-class corporate communications strategy. • Ensure all communications are developed in line with the WG&S corporate identity, and all written materials are consistent with the GCC style guide. • Support senior leadership teams to translate and communicate key messages and initiatives across all business functions. • Develop comms plans and create communications assets for key company projects within the business to a high standard and to agreed deadlines. • Input creative ideas and share external best practice to inject fresh thinking and elevate the function's outputs. • Support the ongoing development and creation of content for our owned channels. For example, our new industry-leading intranet, our state-of-the-art website as well as the various channels we use to communicate our company news. • Support in the development of measurement matrix to support the delivery of effective and strategic communications to continue to build on our approach. • Working within a fast-paced and high performing team, demonstrate the ability to self-motivate and use own initiative to progress projects and key work streams. • Work closely with partner agencies, alone or alongside the GCC Manager. • Have an appetite to learn and develop as part of a relatively new global and growing function that is a strategic partner to the business. • Demonstrate behaviours in line with our diversity and inclusion aim, which is to create and promote a diverse and inclusive culture at WG&S where ideas, differences and views are respected and where all employees are encouraged to create their own personal legacy. 	
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