

PR and Content Manager

Idox Group Marketing

UK, home based, with travel

About the role

At Idox we build software solutions for customers in government and commercial enterprises, in the UK and worldwide. We employ more than 500 talented people and we're registered on the London Stock Exchange. With ambitious plans for the future, we're taking marketing very seriously and have a growing team.

We're now looking for a Manager to take charge of Public Relations & Content Development. This role is an important one within our team of 15 people. Reporting to the Group Head of Marketing, this job encompasses the management of PR agencies, leading and writing quality content for all areas of the business and developing an overall approach to the group's PR activities.

Key responsibilities

- Drive the Idox news agenda
- Develop an annual PR & Content strategy to support Idox's growth targets, in line with the overarching sales & marketing strategy
- Manage and develop PR agency relationships
- Represent Idox with all media – being able to communicate with authority and confidence
- Lead the development of high-quality business content
- Advise Idox business units on development of news stories
- Lead a Group wide Editorial Board to determine possible media relations development
- Lead and develop Marketing Executives within the overall team
- Adhere to Idox Information Security & Management System Policies.

Additional desirable qualities:

- Experience of working in a B2B technology vendor environment
- Track record of building high quality content
 - Strong writing capabilities, with the ability to develop compelling presentations.

About Idox

Our specialist software solutions power the performance of government and industry, driving productivity and a better experience for everyone. Built around the user and designed in collaboration with experts who have worked through every detail of every process from end-to-end, our hard-working process engines deliver exceptional functionality and embed workflows that drive efficiency and best practice with a long-term focus for regulated environments.

Through the automation of tasks, the simplification of complex operations, finding scalability as operations evolve, and more effective management of information, we help our customers harness the power of Digital, so they can do more.

We employ around 500 staff in the UK and worldwide, including Europe, North America and Asia, so some travel to meet colleagues may be required.

Our Values



Dynamism

We shape our future



Responsibility

We are accountable for our actions



Integrity

We do the right thing



Valued

We value each other



Excellence

We set the benchmark for quality

DRIVE

The core values taking us forward

Along with our core values, we are proud to be an equal opportunities employer. We adopt and encourage diversity through an open and inclusive culture that values and respects all our employees, customers and communities in which we live, work and are a part of.

Our Benefits



Flexible Working

We recognise you have a life outside of work, and we encourage flexible working to enable you to balance your work and family commitments.



Health & Wellbeing

We recognise you have a life outside of work, and we encourage flexible working to enable you to balance your work and family commitments.



Family Friendly

We understand how important family is to our employees and provide support through difficult times such as bereavement as well as offering excellent pay and leave benefits for parents and carers welcoming a child.



Be Heard

You will have the chance to impact change within Idox by having your voice heard via our CEO live broadcasts; making suggestions to Idox Voice forum or sharing your ideas in our company newsletter, Inside Idox.



Community

You will have the opportunity to participate in community and social activities, as well as group wide fundraising ventures. We prioritise sustainability and ethical impact on our communities and we pledge to allow our employees to carry out volunteer work.



Your Development

Our mentor scheme will help you to achieve personal and professional growth through learning from experiences colleagues and you will also have access to online and face to face learning modules including our leadership development programme.



Financial Security

We offer full company sick pay plus income protection for long term illness and our life assurance cover is provided up to four times annual salary. Our pension scheme operates on a Salary Exchange Contribution Basis so you receive relief from NI contributions.

You are also invited to join our Idox Xtra Share Scheme where every share bought will receive an extra one free from the company.

How to apply

Please submit a CV, and a short cover letter (*maximum 500 words - including salary expectation, and current remuneration*) explaining why you feel you would be suited to this role to

join.us@idoxgroup.com

Please note successful applicants will need to satisfy the BPSS guidelines (Baseline Personnel Security Standards) which consist of the receipt of satisfactory references covering the last 3 years of employment; an identity check; verification of eligibility to work in the UK; and a Basic Disclosure Check. This is in order to help us make safer recruitment decisions.

Privacy notice

As part of the recruitment process we will collect data about you in a variety of ways including the information you would normally include in a CV or a job application cover letter, or notes made by our recruiting officers during a recruitment interview.

Please read our Recruitment Data Privacy Policy here: <https://www.idoxgroup.com/policies>