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## PR & MARKETING MANAGER

Voted House Builder of the Year in the Scottish Home Awards 2018, Wemyss Properties is a company that prides itself on its achievements both past and present. This is only possible with the commitment and enthusiasm of the team behind the name.

We are very excited to be adding to the existing team as we look for an experienced and enthusiastic PR and marketing manager to oversee all associated activities for Wemyss Properties. As a key part of and working closely with an inclusive team, the role will be to help expand on the existing strong brand through a structured marketing and communication strategy, including PR, business development, corporate events, corporate literature, online media, including website and social media platforms, as well as a freedom to put forwards new ideas and strategies.



The key responsibilities include:-

- Understanding, monitoring, maintain and enhancing our brand guidelines
- Responsibility for brand management and corporate identity
- Researching, creating and delivering PR opportunities for the Company and the team
- Management of the Company website
- Management of the Company social media accounts and where relevant / required, the teams professional social media accounts
- Managing all aspects of company events, including diary management
- Creating and distributing regular news stories to both the media and to our professional contacts / database
- Working with the team to assist with the management of the key stages of our developments, from the preparation of marketing material through to communications with our clients
- Responsibility for the monitoring of and submission to relevant awards and industry related events



We would be looking for the following personal skills:-

- An ability to operate in both as part of a team as well as independently.
- Strong organisational, administrative and interpersonal skills and a problem-solving attitude
- An attention to detail and a discipline to perform tasks effectively, efficiently and to a deadline
- A clear understanding of the importance of a brand and its message and implementing the same

In terms of experience, we would look for:-

- An understanding of and experience in social media
- An understanding of and experience in website design and management
- An understanding of and experience with designing and creating documents both for online and offline use
- Experience with event management and dialogue with third parties as a representative of a Company
- Experience of working on behalf of an established team to build on and enhance reputation and profile

Wemyss Properties is an Edinburgh based property company, with a primary focus on residential development but interest also in commercial property as well as a desire to expand into other sectors of development.

The Company is a subsidiary of one of the oldest limited Companies in Scotland and is part of a group of companies with interests globally yet wholly owned and overseen by the Wemyss family. With the ability to trace their family back to the 15th Century, the Wemyss family prides itself on its heritage but more importantly, its desire to continue to evolve and grow for the future generations.

The new role will be based in the Edinburgh office and comes at an exciting time for the company as it looks to expand on its recent successes through exciting new development opportunities both in Edinburgh and Glasgow.

If you are interested in this role, please submit your CV, including your notice period, salary expectation to [recruitment@wpc.co.uk](mailto:recruitment@wpc.co.uk)

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NO AGENCIES PLEASE