

Company: GSi Events Ltd
Title: Assistant Coordinator - Marketing
Time: 37.5 hours per week
Location: West Edinburgh, Kirknewton
Salary: £22,400 per year

We're looking for a talented & enthusiastic Assistant Coordinator to join our team and work on some of the UK's best running events.

About GSi Events Ltd

At GSi Events (www.gsi-events.com), we manage and deliver some of the UK's best annual sports participation events via our 10 brands; Edinburgh Marathon Festival, Run Bournemouth, Scottish Half Marathon, Scottish 10K, Kilomathon, Big Fun Run, Dog Jog, Men's 10K, Women's 10K and Supernova Run.

What you'll be doing:

Reporting to the Marketing Manager, you will:

- Execute engaging marketing campaigns across various channels, maintaining high attention to detail
- Implement & track online marketing campaigns using adwords, video ads, Meta ads and other online sources
- Assist with proofing and editing, for both on and offline campaigns.
- Grow and expand company social media presence on existing & new social media platforms
- Be present on event days
- Receive ongoing support and guidance, with opportunities to develop relevant skills and gain valuable hands-on experience in various aspects of marketing

You'll be a great fit for this role if you:

- Have proven experience in marketing production and content creation
- Experience in relevant software and tools (e.g., Canva, video & sound recording hardware & software, social media content production platforms)
- Enjoy creating video content and are confident with technology
- Keep up-to-date with the latest marketing trends and technologies
- Understand the importance of attention to detail & working to deadlines
- Have a creative eye for detail and a passion for storytelling

Additional Benefits:

- Enrolment in NEST pension scheme
- 28 days paid holidays per year
- Free, secure on-site parking
- Complementary fresh fruit and coffee making facilities
- Monthly film club at Dominion Cinema

Next steps:

This is a fantastic opportunity for someone who's willing to work hard whilst being supported every step of the way. We're looking for someone with the right attitude and passion to take it, grab it and join what is the best team in the world.

If you think you would be a suitable candidate to join our team, please send us:

1. Your CV
2. A covering email specifically detailing why you would like to join our team as the **Assistant Coordinator - Marketing**

Your email should be sent to hr@gsi-events.com