

# Recruitment pack



**Interim Senior  
Marketing and  
Communications  
Manager**

**1 year fixed term contract**

**Closing date: Friday 8 May 2026**



**Target  
Ovarian  
Cancer**

# What you need to know about the role

<b>Job title:</b>	Interim Senior Marketing and Communications Manager
<b>Reports to:</b>	Director of Fundraising and Engagement
<b>Location:</b>	We currently offer a hybrid-working model. This means you may usually work from your home or remote location, but are expected to attend meetings and pay for your own travel to the office in London Bridge when required.
<b>Hours:</b>	Full time 35 hours per week 9am – 5pm Monday to Friday. The charity has a core hours policy with core hours of 10am – 4pm and flexibility around remaining hours.
<b>Salary:</b>	£45,000 – 50,000



## About Target Ovarian Cancer

At Target Ovarian Cancer, we target what's important to stop ovarian cancer devastating lives.

We give trusted information, to help people ask questions and make decisions that are right for them. We connect people with shared experiences, and we support families every step of the way.

We stand together as a powerful community for everyone facing ovarian cancer across the UK, sharing stories and raising voices, to make sure that ovarian cancer becomes a health priority.

We know that early diagnosis saves lives, so we work closely with GPs who are at the heart of this, to help them diagnose ovarian cancer faster and earlier – giving everyone the best chance of living.

And our investment in research to find new, better and more targeted treatments means that everyone can live with hope for their future.

We're fighting for a world where everyone with ovarian cancer lives, and we're targeting what's important – symptoms awareness, early diagnosis, better treatments and support for all.



# Our values

Learn about the values we expect from ourselves and each other, at every level of the organisation, every day.



## Supportive

Working together to be there for women with ovarian cancer and their families.



## Expert

Bringing together the knowledge, skills and experience to succeed.



## Pioneering

Constantly pushing boundaries, innovating and working to be the very best we can be.



## Empowering

Helping people to achieve their goals.



## Passionate

Women with ovarian cancer are at the heart of everything we do.



## Impactful

Delivering the changes that women with ovarian cancer and their families need.



My favourite thing about working at Target Ovarian Cancer is definitely the people – it's an absolute pleasure to be part of such a passionate and dedicated team who are super friendly and fun to work with!"

- Hayley, Head of Digital



# Specific responsibilities

## Leadership and team management

- Provide clear, confident leadership to the Marketing and Communications team, line managing the Marketing Officer, Communications Officer, and Brand Manager.
- Set direction, priorities and expectations for the team, ensuring a strong focus on impact delivery, quality and pace
- Support and develop team members through effective delegation, feedback and coaching, ensuring work is delivered to a high standard with appropriate oversight.
- Foster effective ways of working across the team and across the organisation, ensuring marketing and communications activity is well planned, coordinated and resourced.

## Strategy and organisational priorities

- Develop and deliver a comprehensive marketing and communications strategy that drives supporter and audience growth, aligned to organisational priorities, fundraising goals and impact objectives.
- Work closely with the Senior Leadership Team to support the rollout of the organisational strategy through clear, compelling and consistent internal and external communications.
- Lead on high profile communications projects and integrated marketing campaigns, ensuring they align with wider strategic objectives, are audience led, and meet deadlines and targets.
- Act as a senior adviser on marketing and communications, providing strategic guidance and practical solutions across the organisation.

## Brand, content and messaging

- Provide senior oversight of and sign off on brand management and key messaging across the organisation, ensuring the brand is used consistently, effectively and confidently across all channels and touchpoints, with day-to-day delivery led by the Brand Manager.
- Support the delivery of the updated brand story and ensure it is embedded across marketing, communications and fundraising activity.
- Ensure robust processes are in place for briefing, review and approval of content, balancing quality control with efficiency.

## Marketing, digital and audience insight

- Lead on the coordination and delivery of organisation wide marketing activity, ensuring clear planning across teams, channels and audiences.
- Oversee the marketing of the organisation's services, ensuring activity is insight driven, accessible and reaches priority audiences effectively.
- Provide strategic oversight of digital activity, including website performance, digital supporter journeys, UX, SEO and the effective use of emerging tools and technologies such as AI.
- Embed a strong focus on audience insight and data, using research and analytics to inform decision making, improve performance and demonstrate impact.



# Specific responsibilities

## Reporting, evaluation and performance

- Ensure clear, consistent and meaningful reporting is provided to senior stakeholders, supporting effective decision making and continuous improvement.
- Use insight, digital analytics and evaluation to refine approaches, identify opportunities and address risks.

## Stakeholder management and collaboration

- Build strong working relationships with internal stakeholders across the organisation, ensuring marketing and communications activity supports wider organisational goals.
- Manage relationships with external agencies and suppliers, ensuring high quality outputs, value for money and effective project management.
- Represent the marketing and communications function confidently with external partners and audiences as required.

## Contributing to our culture

In addition, Managers are expected to:

- Manage line reports effectively in line with the charity's management guidance, ensuring a high-performance culture rooted in support, feedback and learning.
- Role model the charity's culture by creating a welcoming and inclusive environment for all colleagues, working collaboratively and taking accountability.
- Proactively raise misalignment to the strategy or inefficiency. Highlight opportunities to capture high quality data for insight, and suggest ways to achieve this.
- Apply and role model the charity's approach to open, regular, well delivered feedback.
- Flag risks and follow processes to manage risk.

Due to nature of the role, you will sometimes be asked to work outside of office hours and there may be occasional travel across the UK.



# Person specification

The best person for this role will have experience of:	Essential	Desirable
Marketing campaign delivery or planning	X	
Managing, optimising and delivering posts across digital channels, including responding to comments and engaging with followers to build meaningful interaction	X	
Creating compelling interactive and dynamic digital content tailored to channels	X	
Using design software such as Canva		X
Using content management systems to optimise across channels (Mailchimp, web CMS such as Drupal, social media scheduling platforms like Sprout Social)	X	
Working knowledge of best practice in areas of digital marketing such as web and SEO, email, paid and organic social media	X	
The best person for this role will have the skills to:	Essential	Desirable
Maintain a high degree of accuracy and attention to detail across work	X	
Think creatively to engage audiences and create powerful content	X	
Manage projects to deliver high quality work to deadline	X	
Work to challenging deadlines and to proactively manage competing priorities	X	
Harness the use of AI to maximise efficiency without compromising on quality		X
Stay on top of trends across digital channels and implement appropriate learning across our work	X	
The best person for this role will be (behaviours):	Essential	Desirable
Collaborative, with a flexible approach to supporting across the organisation	X	
Open to feedback and driven to deliver high quality work	X	
Curious, externally facing and driven to implement learning from elsewhere	X	
The best person for this role will be qualified in:	Essential	Desirable
No specific qualifications required	N/A	



# Benefits



## Holidays

Staff start with 25 days' annual leave entitlement, rising to 27 days after one year's service and 30 days after two years' service and also receive statutory public holidays. This is pro-rated for part time staff.



## Employee assistance programme

All members of staff, their partners and any dependants between the ages of 16 & 24 in full time education, have access to a free and anonymous service providing information, expert advice and specialist counselling to deal with a wide range of issues staff may encounter in their personal or work lives.



## Health Service Discounts

All Target Ovarian Cancer staff are eligible to sign up to the NHS Health Service Discounts website as healthcare-related charity staff and receive discounts on shopping, insurance, mobiles, and more!



## Volunteering

All staff are encouraged to volunteer at Target Ovarian Cancer events at least twice a year. Time off in lieu is given for these volunteering times when staff volunteer out of working hours.



## Pension

5 per cent employer contribution.

# Meet the team



I was made to feel so welcome by everyone at Target Ovarian Cancer from my very first day, and that support has definitely continued. The hybrid working model works well, but there are still plenty of great opportunities for us all to meet in person. Everyone has a really strong understanding and passion for our work and what we're here to achieve, and it's fantastic to be a part of that."

- Anna, Digital Marketing Manager



# Benefits



## Interest-free season ticket loan

Allowing staff to spread the cost of annual public travel to and from the office over a set period of time.



## Childcare vouchers

Available to those already on the childcare voucher scheme.



## Buddy system

All new starters are allocated a buddy to help welcome them into the charity and support them in settling in.



## Hybrid working

Our hybrid working policy means staff may usually work from their home or remote location, and are expected to attend meetings and pay for their own travel to the office in Angel, London when required.



## Social committee

Target Ovarian Cancer's social committee organises fun social events creating a sense of togetherness and wellbeing among our valued staff.



## Flexible working

Our standard full-time working week is 35 hours. We make every effort to support flexible working requests where possible (we respect people's different working preferences and the need for a healthy work-life balance).

# Equal opportunities

Target Ovarian Cancer is committed to the promotion of equal opportunity and does not discriminate against employees for job applications on the basis of race, sexual orientation, religion, colour, sex, age, national origin, disability or any other status or condition protected by applicable law. This policy extends to but is not limited to recruitment, selection, remuneration, benefits, promotion, training, transfer and termination.



# How to apply

To apply, please submit a CV and answers to the screening questions to [jobs@targetovariancancer.org.uk](mailto:jobs@targetovariancancer.org.uk). Please also complete this [equalities monitoring form](#) and send to [equalities@targetovariancancer.org.uk](mailto:equalities@targetovariancancer.org.uk). Please submit your application by 23:59 on Friday 8 May 2026.

We appreciate that candidates may use AI tools to refine their applications. However, we encourage you to ensure your application remains a true and authentic reflection of your skills, experiences, and personality. Excessive reliance on AI-generated content may impact your ability to stand out and could be discussed during the interview process.

If you would like to receive a paper copy of the recruitment pack, please call 0207 923 5470 or email [jobs@targetovariancancer.org.uk](mailto:jobs@targetovariancancer.org.uk) with the address you would like us to post it to.

Target Ovarian Cancer is a company limited by guarantee, registered in England and Wales (No. 6619981).

Registered office: 10-18 Union Street, London, SE1 1SZ. Registered charity numbers 1125038 (England and Wales) and SC042920 (Scotland).

# Find out more



[targetovariancancer.org.uk/jobs](https://targetovariancancer.org.uk/jobs)



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