

February 2022

COMMUNICATIONS MANAGER

WRIGHT & WRIGHT ARCHITECTS

About Wright & Wright

Wright & Wright is a design-led studio based in Camden, north London. Our thriving, 20 strong studio comprises a multi-national group of people, each with different experiences and backgrounds. Our studio culture is one of creativity and collaboration, underscored by the conviction that architecture should be, above all, socially useful and responsible. We believe architecture is a social art and should reflect the racial, gender and socio-economic diversity of the society it serves and are committed to cultivating an inclusive working environment for staff.

The thread running through our work is the skill we bring to resolving the issues encountered on sensitive sites. We work across a range of sectors and have developed a strong portfolio in higher education and cultural buildings, including galleries and libraries. Recent projects include the new Library and Archive at Lambeth Palace and the remodelling of the Museum of the Home. We are adept at designing low or zero carbon buildings and believe this approach will be critical in meeting the present and future challenges of climate change.

The practice was founded in 1994 by Clare Wright and Sandy Wright, who continue to lead it, together with fellow partners Stephen Smith and Naila Yousuf.

Role

We are seeking an energetic and imaginative Communications Manager to promote and extend the reputation of the practice through creative and strategic media campaigns. The postholder will oversee our relationships with the media, ensuring effective dissemination of the practice's award-winning projects and raising the profile of key individuals. They will be responsible for maintaining close relationships with journalists, stakeholders and external PRs. This is an exciting opportunity to join our dynamic and collaborative team, working closely with our architects, the partners and in-house bid writer. This is a new post, so we are looking for a motivated self-starter who is keen to develop the role themselves.

89/91 Bayham Street
London NW1 0AG

TEL 020 7428 9393

FAX 020 74289394

ww@wrightandwright.co.uk

www.wrightandwright.co.uk

WRIGHT & WRIGHT LLP is a
Limited Liability Partnership
Registered in England and Wales
NO. OC341138 | VAT NO. 523 1331 94

CLARE WRIGHT MBE, DIP. ARCH. RIBA
SANDY WRIGHT DIP. ARCH. RIBA
STEPHEN SMITH DIP. ARCH. (CANTAB) ARB
NAILA YOUSUF MARCH.ARB

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Core duties:

- Responsibility for day-to-day reactive and proactive media handling and managing speaker requests.
- Devise and manage creative media strategies for projects, organising the relevant accompanying assets including writing, editing and sending press releases and updating the image library.
- Foster key relationships with journalists across traditional and new media, and proactively seek opportunities to increase awareness of the practice.
- Coordinate interviews and timely briefings, providing relevant advice to studio spokespeople.
- Manage on-site press tours and photocalls.
- Monitor and record media coverage and manage the distribution and filing of press coverage. Share relevant coverage quotes and insights internally, helping the practice develop its reputation.
- Collaborate with relevant members of the team to integrate campaign strategies with the creative management and development of Wright & Wright's website and social media platforms.
- Help oversee internal communications, aligning these with external communication work.
- Work closely within the studio team to organise and produce hard copy communications including books, brochures, and newsletters.

Skills and experience:

- Three to five years' experience in a similar communications role in the architecture or design industry.
- Good knowledge of and interest in the design industry and the impact it has on our lives.
- Significant experience managing successful media strategies across print, broadcast media and online.
- Excellent verbal and written communications skills.
- Energetic, enthusiastic and self-motivated, with an eye for detail as well as an ability to see the big picture.
- Awareness of issues of reputational risk and ability to advise senior staff where relevant.
- Good time management skills and ability to prioritise effectively, working on multiple projects in parallel.
- Ability to work both independently and as part of an effective team and meet deadlines efficiently.
- Ability to develop and maintain excellent relations and dialogue with partners and staff.
- Ability to motivate and influence others, as well as to talk with confidence and authority to senior people

Salary & Benefits

- Salary £35-£40k relative to experience and skill set.
- Opportunity for the right applicant to develop the post with a commensurate salary.
- Annual profit share at the partners' discretion.
- The post is advertised as a full-time position, however working hours are flexible and staff are able to work from home, within the office protocols for this. Core office hours will be discussed with successful candidates at interview stage.

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To apply please submit your CV and a short cover letter outlining your suitability for the role and notice period (if applicable) to ww@wrightandwright.co.uk (max file size 5mb). Please note we are only able to respond to successful applicants and will not discuss submissions over the telephone. No agencies please.

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