



**Maryburgh Amenities Company Ltd.**

Back Road, Maryburgh, Dingwall, IV7 8DS

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## **Maryburgh Community Press Officer Job**

**Job Title:** Maryburgh Community Press Officer

**Organisation:** Maryburgh Amenities Company

**Location:** Maryburgh Area

**Status:** Voluntary

**Qualifications:**

**Essential:** Willingness, enthusiasm, energetic and a good communicator

**Desirable:** Marketing and PR experience, knowledge and experience in using digital technologies and social media

**Reporting To:** The Board of Directors

**Job Description:**

1. To assist the Maryburgh Board of Directors, Futures Group, Amenities Committee and Community Council to disseminate information
2. To prepare and deliver co-ordinated and innovative communications to the local media, Highland Council and all the residents of Maryburgh
3. To work with the Board of Directors to enhance Maryburgh community's reputation on a local and regional basis

The Board of Directors need someone within the village who can help keep the local and wider community informed of what we are trying to achieve and who can help to engage more people in the projects we are planning. Community involvement is a major part of what we do and although we can't pay anyone it would be a great help if someone had some time to put towards this role.

If you think this is something you would like to do, please get in touch and one of the Board members will contact you to discuss the role.

The Maryburgh Amenities Company contact details are at top of sheet.

**The Company works to advance Maryburgh community development, including urban or rural renewal**

**Registered in Scotland Company No. SC452586  
Company limited by guarantee and not having a share capital**