

# **Sparkle Communications and Engagement Officer**

**Hours of work:** 30 hours per week

Flexible working pattern considered; some evening/weekend work required for events

**Salary:** £21,600 per annum

**Contract**: Permanent

Working from home with travel to Sparkle Head Office (Newport) and in-person meetings/events as required

An exciting opportunity has arisen for a Communications & Engagement Officer to join the team at Sparkle.

Sparkle (South Wales) directly supports children and young people with disabilities and/or developmental difficulties, and their families, across Gwent. Sparkle is the charity partner of three Children’s Centres in Gwent, providing services from the Centres and community venues across five local authorities. The guiding principle for Sparkle is to ensure that children and young people with disabilities and/or developmental difficulties, and their families, are fully supported and able to participate in valued childhood experiences, with access to the same range of opportunities, life experiences, activities and community services as any other child and their family. We achieve this by running specialist leisure clubs, swimming lessons and cinema screenings for hundreds of children a week, and supporting parents, carers and professionals via our Family Liaison Service.

You can find out more at [www.sparkleappeal.org](http://www.sparkleappeal.org)

We are looking for a creative, motivated, and strategic individual to join Sparkle as our Communications & Engagement Officer. In this key role, you will lead the development and delivery of Sparkle’s communications strategy, champion our brand, and ensure that the voices of the families we support are shared across all platforms. You will produce high-quality, engaging content across our website, social media channels, newsletters, and printed materials, as well as coordinate case studies, media opportunities, internal communications, and promotional toolkits.

You will need strong writing and editing skills, experience of managing digital platforms, and a passion for making content accessible, inclusive, and impactful. The successful candidate will be someone who is confident working both independently and collaboratively, with excellent organisational skills and a genuine enthusiasm for Sparkle’s mission.

If you are up for the challenge and possess the required skills for this role then apply now! To apply for this role please download a job application from our website and email this to [recruitment@sparkleappeal.org](mailto:recruitment@sparkleappeal.org)

For more information about Sparkle and to locate our job applications, visit our website:

🔗 <https://www.sparkleappeal.org/about/vacancies>

Sparkle reserves the right to close applications after 24 hours should sufficient applications be received; therefore, we suggest interested candidates apply early.

Please note that the job will close on Monday 1st September at 12pm.