



STEP



Marketing & Events Assistant

Location of role: Grow Hackney, 98c Wallis Road, E9 5LN

Placement hours: 25 per week

Working pattern: Tuesday-Thursday

Placement length: 12 months

Salary: London Living Wage (£11.95 per hour)

STEP Strand: Advertising, PR, Marketing, Print Media & Publishing

About Grow, Hackney

Grow is an independent self-organised creative space, bar and kitchen in Hackney Wick founded in 2014. We host a diverse cultural events programme of 200+ events per year celebrating and nurturing local and international creative talent. It is also part of an ecosystem of studios founded in 2007. Our aim is to remove financial barriers to extend opportunities to enjoy a creative and nurturing environment whilst exploring ecological and social sustainability.

We ask the question: Is it possible to be a financially sustainable enterprise in London whilst:

- Paying London Living Wage
- Using eco-electricity; eco cleaning and recycled products
- Sourcing locally and sustainably wherever possible
- Working in partnership with independent and ethical enterprises wherever possible
- Using organic and fairtrade wherever possible
- Offering affordable events to share music, art and the ideas and strategy of putting people and planet over profit
- Sharing learnings & ideas through workshops, talks/films; markets & sustainable supper clubs.

About the role

This position is for a Marketing and Events Assistant. The person will be mentored by and work with the Marketing and Events manager.

The role will mainly consist of supporting the promotion of a cultural programme of music and art performances and the bar/kitchen offering; curating social media posts; email marketing; liaising with performers and team members where necessary; editing of videos and promotional material.

This placement will give the participant a broad understanding and knowledge of digital and social media advertising, they will learn video editing skills on the job and develop communication skills. They will be part of a very active communications and engagement team that focus on the areas of culture and sustainability.

Skills and experience

This role is ideal for someone who wants to establish themselves in the creative sector. A passion and broad knowledge of a variety of music is essential as well as an interest and/or passion in community initiatives and ecological sustainability. The

participant will need to have a good knowledge of operating social media and be interested in keeping up to date with current trends, some familiarity with video/audio editing is preferred, extensive experience is not necessary as training will be provided.

This role will have a high workload, so we're looking for the ability to learn fast, manage time properly, a can-do-attitude and a lateral approach to problem solving.

About STEP

STEP is a training programme for young East Londoners local to the Olympic Park, who are ready to bring ideas, creative energy and perspectives to the creative and cultural sector.

You must be;

- Aged 18 to 30
- Resident of Hackney, Newham, Tower Hamlets and Waltham Forest and have attended school or college in these boroughs

Through STEP, you'll get paid London Living Wage over a 12-month training programme to develop a range of skills and creative approaches and build on your network across different organisations or departments. You'll complete a work-based placement, grow as part of a peer network, take part in regular professional development workshops, and get a budget to produce a collaborative project. We'll also connect you with a specialist industry mentor, provide careers coaching and continue to offer support as part of our community after the programme.

How to apply

Complete our STEP application form by 10am on Friday 31 March, you can upload video or audio responses.

[STEP application form](#)

For more information

If you require information in an alternative format, or want to speak to us about any access requirements, please contact us at goodgrowthhub@anewdirection.org.uk

Go to the Good Growth Hub website to find out more here about the STEP programme, book in to attend one of our information sessions, hear from STEP alumni and read out application guide for some expert tips.

<https://goodgrowthhub.org.uk/programmes/step>

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**A NEW
DIRECTION**
We create opportunity

**GOOD
GROWTH
HUB**