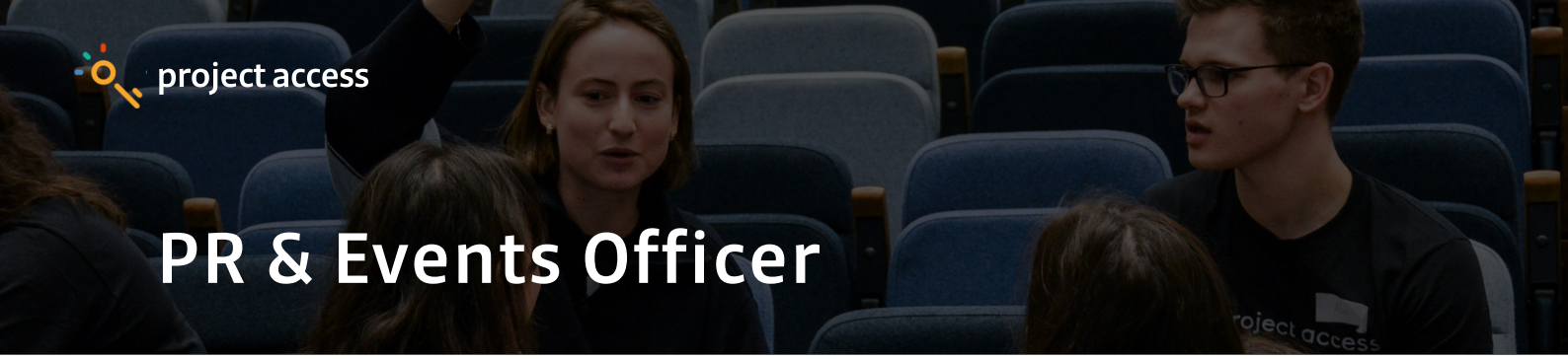


project access

PR & Events Officer

Do you want to join a fast-paced, student-led, social impact charity? Are you looking for meaningful, international experience and a community of like-minded, ambitious people?

We are looking for a proactive, communicative, and relationship-driven individual to expand our reach and manage key external touchpoints. As a PR & Events Officer, you will play a key role in building strategic partnerships, leading event marketing campaigns, and amplifying the voice of Project Access across external channels. You'll be part of the Marketing and PR team and work closely with Ruby, our Global Director of Marketing.

Responsibilities include:

- Managing partnership posts, co-promotions, and collaborations with external organisations.
- Leading press outreach to university newspapers, student publications, and external media outlets.
- Coordinating influencer collaborations to expand brand reach and community engagement.
- Creating marketing materials and physical merch/gift logistics for major events.
- Creating seasonal, holiday, and milestone posts to keep our community engaged year-round.

The ideal applicant is...

- Passionate about public relations, community building, and event marketing.
- A clear, confident written communicator comfortable reaching out to external partners and student journalists.
- Proactive and resourceful, with an eagerness to take initiative in building new relationships for Project Access.
- Well-organised, and dependable when managing content calendars and hitting deadlines.
- Open-minded, eager to learn, and has a strong willingness to take on feedback to refine their work.

You will get...

- Invaluable, real-world experience in PR outreach, campaign coordination, and brand collaboration.
- A direct impact on how we reach and inspire underrepresented students around the world.
- Access to a global community of driven, talented, and supportive students.

The position is an unpaid, volunteer role that will require 3-5 hours of work per week, with flexibility during busy times of year (e.g. during exams).

If you have any questions, please do not hesitate to get in touch with Ruby at ruby.sutton@projectaccess.org.