

Brass Band Week Project Officer

Job Title	Brass Band Week Project Officer
Contract	Part Time Freelance 420 hours 12 January - 7 August
Location	Flexible according to preference. Office space is available at our HQ in Barnsley. Remote or hybrid working is suitable for this role. Requirement to travel to attend events across the country from 4 - 12 July 2026. Attendance at events in the run up to the campaign on arrangement
Salary	Fixed project fee of £7,000
Place in Organisation	Reports directly to the Marketing and Communications Manager
Works closely with	Marketing and Communications Officer; Content and CRM Officer; Membership Services Officer; Heritage Programme Manager.

About the Role

This freelance opportunity is ideal for a freelancer with some experience working on arts and culture or heritage projects. You'll work as part of the Marketing team delivering an exciting national campaign, connecting with and promoting our member bands. You'll be working on the 3rd year of the campaign, increasing our PR presence and raising awareness of the opportunity.

How to apply

Applications can be submitted via the [Brass Band Week Project Officer](#) application form. As part of this form, you will need to provide a covering letter (up to 500 words) detailing your suitability for the role, and upload an anonymised CV.

Candidates will be shortlisted on the basis of the person specification.

Please ensure that your suitability in reference to this criteria is addressed in your application. If you require any further information about the role please contact jobs@bbe.org.uk in the first instance.

Applications close on **Monday 17 November at 9am**, with interviews held online on **Friday 28 November**.

To support the delivery of Brass Band Week

- Support the planning, delivery and evaluation of a national campaign
- Edit and approve campaign listings
- Research relevant cultural listings websites and partners to promote the campaign
- Monitor and report on engagement with the campaign
- Research and contact bands to participate in the campaign
- Select and curate highlight events from the programme and promote them and the bands involved
- Create and distribute relevant mailings
- Write and distribute relevant press releases
- Create members resources to support their engagement in the campaign
- Manage social media posting
- Track spend against project budget