



Core Staff

Media Manager

Candidate Information Pack

2026

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Introduction



UK-Med is the most deployed Emergency Medical Team globally, responding to complex humanitarian healthcare emergencies at speed and scale. We have expanded significantly over the last few years and have an ambitious strategy in place for growth.

The world is experiencing an unprecedented level of humanitarian need. Natural disasters, disease outbreaks and conflict can hit at any time. The people affected are often the poorest and most vulnerable and the health problems they experience post-disaster are long-lasting. We believe that they deserve the highest quality emergency medical aid. We seek to save lives, but also to build resilient health systems so that people can lead healthy lives in the future.

At UK-Med, we work together to:

- **Respond** rapidly to emergencies, delivering the expertise needed to support local health services and save people's lives.
- **Prepare** health staff through training and capacity building, enabling health services to be better prepared for emergencies.
- **Learn** and share learning worldwide through our academic partners, ensuring patients get the best care.

Since late February 2022, we have been responding to calls for help with the crisis in Ukraine. We now have programmes across Ukraine including surgical support, health clinics, and emergency preparedness training. More than 30,000 people have already received direct support or training from UK-Med as a result.

In June 2022, we were awarded EMT (Emergency Medical Team) status by the World Health Organization. A month later, we were formally appointed to provide EMT services for the UK government. As such we are at the front line of the Foreign, Commonwealth and Development Office's response to humanitarian crises and can also respond to any crisis, anywhere in the world, under our own banner.

In February 2023, UK-Med deployed the UK Emergency Medical Team field hospital to Turkey in response to the earthquakes there. Since launching our response in Gaza in late 2024, we have created two field hospitals within the Gaza strip and supported surgical departments in several locations. Over 1,000,000 patient consultations benefiting from UK-Med's treatment so far.

UK-Med Chief Executive Officer

David Wightwick

Advert

Role:	Media Manager
Salary:	£ 42,440 GBP gross per annum (dependent on experience)
Hours:	Full-time
Duration:	Permanent contract
Location:	UK-Med Office, Manchester, UK (hybrid working) with an expectation of approximately 15% international travel/deployment, as required by UK-Med.

Want to put humanitarian crises on the front pages and shape the global conversation when it matters most?

UK-Med is looking for an exceptional Media Manager to lead our press office and secure high-impact media coverage that brings the realities of humanitarian emergencies to audiences across the UK and beyond. UK-Med is a frontline medical aid charity. Born of the NHS, we've been working for over 30 years towards a world where everyone has the healthcare they need when crises or disasters hit.

In the past 12 months, UK-Med has attracted significant media attention for our emergency responses in Gaza, Ukraine and around the world. Our work has featured as the lead story on BBC News at Six and Ten, across national and regional television and radio, on the front pages of national newspapers, on BBC Radio 4's *Today* programme, and in leading UK and international media outlets.

This is an exciting opportunity to join our Fundraising & Communications team at a pivotal moment in UK-Med's growth and reputation as the UK's official Emergency Medical Team. As Media Manager, you will lead our media relations strategy, build strong relationships with journalists, identify opportunities to raise our profile, and ensure our stories reach the audiences that matter.

This is a high-profile role in a fast-paced, creative team where no two days are the same. You'll thrive under pressure, exercise sound judgement, and respond confidently to breaking news and media enquiries while helping colleagues tell powerful stories from some of the world's most challenging humanitarian crises.

You will lead the Press Office, acting as the first point of contact for media enquiries and ensuring requests are managed quickly, professionally and directed to the appropriate spokesperson.

We're looking for an outstanding communicator with excellent writing skills, a strong understanding of the UK media landscape, and the confidence to advise senior leaders and colleagues at every level on media engagement and reputation.

We offer a competitive salary and benefits along with a friendly working environment and the opportunity to make a real difference through humanitarian work.

How to apply

To apply, please submit a **current CV** and a **supporting letter (2 pages)** through our **online jobs portal**. Your covering letter must include a **detailed** explanation of your suitability for this post with **specific reference to the criteria** in the person specification

Applications must be submitted no later than **Friday 04th of September 2026**.

UK-Med is committed to safeguarding of our personnel and beneficiaries and has a zero tolerance approach to sexual exploitation and abuse. We conduct thorough vetting before any appointment is confirmed.

UK-Med is committed to the principles of diversity, equality, and inclusion. We strive to provide an inclusive and supportive environment where employees feel respected and supported to be able to fulfil their potential.

About UK-Med

UK-Med(www.uk-med.org)

We train and deploy medical teams and specialists to save lives when epidemics, conflict and natural disasters hit. As disasters grow more frequent, severe and complex there has never been a greater need to respond quickly and effectively. We believe in a world prepared to help.

It started in 1988 with a team of eight Manchester clinicians led by our founder Tony Redmond, when a huge earthquake ripped through Armenia. Teams continued to deploy throughout the 1990's and 2000s, and when Ebola struck West Africa in 2014 UK-Med stepped up. We recruited and trained the one hundred and fifty UK clinicians who worked alongside local medical teams, other NGOs and DFID to bring the outbreak under control.

UK-Med has deployed teams to emergencies across the world, supporting health responses in countries including Ukraine, Gaza, Lebanon, Rwanda, Bangladesh, the Democratic Republic of Congo, North Macedonia, Sierra Leone, Pakistan, Haiti, Indonesia, Bosnia and Herzegovina, Jordan, Kosovo, Cape Verde, China and the Philippines. As the UK's Emergency Medical Team, we respond rapidly to humanitarian crises, with expert teams ready to deploy within 24 hours where required.

UK-Med Vision, Mission and Values

Our Vision

A world where everyone has the healthcare they need when crises or disasters hit.

Our Mission

We save lives in emergencies.

When health services are overwhelmed, we get expert health staff to where they're needed fast.

We help communities prepare for future crises.

We Value:

Excellence

We set high standards for ourselves and the organisation. We strive to be outstanding in everything we do.

Determination

We have a can-do attitude and thrive on problem solving. No matter what the challenge, we explore all options so if there's a way, we'll find it. We don't give up easily.

Compassion

We care about people. The health and wellbeing of our patients and our people is central to everything we do.

Collaboration

Working in partnership with stakeholders, communities and colleagues is key to the success of our work.

We respect the skills, knowledge and experience of those we work with and take care to listen and adapt to change.

Job Description

Media Manager

Job Title	Media Manager
Reports to	Head of Communications
Line Management:	n/a
Duration	Permanent
Hours	Full-time
Place of work	UK-Med Office, Manchester, UK (hybrid working) with an expectation of approximately 15% international travel/deployment, as required by UK-Med.

Purpose of role

This role is responsible for leading the development of high-impact relationships with the media, journalists, influencers, and sector publications to enhance the visibility of UK-Med's work and expertise internationally, as well as supporting the organisation's voluntary income objectives from private sources.

The postholder will proactively identify, develop, and deliver compelling stories that showcase UK-Med's impact, producing high-quality press releases, news stories, media pitches, human-interest features, and web content. During emergencies, they will respond rapidly to emerging media opportunities, creating engaging content that supports coordinated communications, fundraising, and public relations campaigns.

The role also involves preparing and supporting staff and register members for media engagement through briefings, advice, and interview preparation, as well as monitoring and evaluating media coverage to identify opportunities, measure impact, and inform future activity. The successful candidate will demonstrate a high level of professional expertise, credibility, and sound judgement in media relations and communications.

Key responsibilities

1	Reactive coverage: Manage and respond to all media enquiries to international emergencies and other events relating to UK-Med's activities. Respond to calls, emails, and enquiries from journalists and other media contacts.
2	Proactive coverage: Pitch, prepare and write press releases, story pitches, web stories, comments, letters to Editors, op-eds, and human-interest pieces.
3	Plan and organise press events, interviews, and press conferences.
4	Create and maintain a robust relationship with the media to promote UK-Med's image.

5	Use the media and other channels to promote a positive image of UK-Med and seize key moments to promote fundraising campaigns / appeals.
6	Ensure our branding, tone of voice and key messages are consistently applied in all press materials and media content.
7	Provide expert media advice to staff and register members, including assisting them with well-messaged media materials and advice. Identify training needs and implement media training as required.
8	Develop coordinated media strategies across geographic areas where UK-Med operates in coordination with the Head of Communications.
9	Part of a rota to provide out-of-hours service for the media and in emergency planning situations, as directed by the Head of Communications.
10	When deployed (expected to comprise up to 15% of the role), provide media and communications support to UK-Med's humanitarian response, including coordinating media opportunities, acting as a spokesperson where appropriate, and working closely with operational teams. Be prepared to deploy at short notice, typically within 24–72 hours, in line with operational requirements.
11	Build strong relationships with journalists, editors and sector publications. Develop and keep updated a press contacts list.
12	Identify PR opportunities to support stewardship communications for High Value Donors.
13	Keep up to date with all issues that affect the organisation.
14	Perform other duties as assigned.
Safeguarding	
14	Comply with and uphold UK-Med safeguarding policies (including child protection, prevention of sexual exploitation and abuse, bullying and harassment) and all Codes of Conduct.
15	Report all possible breaches of policy or Codes of Conduct through the appropriate channels in a timely fashion.
General duties	
16	Ensure and promote Equality, Diversity and Inclusion (EDI) in line with UK-Med's EDI Policy.
17	Comply with all financial and procurement policies and procedures, including those relating to anti-bribery, anti-terrorism, and anti-slavery.
18	Support UK-Med's environmental policies and procedures, taking personal responsibility for contributing to reducing negative environmental impacts.
19	Comply with all health and safety policies and procedures.
20	Undertake training and comply with vetting and health requirements (including CRB / police checks, referencing, health screening and vaccination requirements) appropriate to the role as specified by UK-Med.

21	Treat all people including colleagues, patients and other beneficiaries, volunteers, partner staff and the general public with respect and ensure their dignity in interactions with you and UK-Med.
22	Other tasks as might be required to ensure effective delivery of UK-Med / UK EMT deployments, projects and programmes of work.

Person Specification

Media Manager

Qualifications / Professional Memberships		
1	Educated to degree level or equivalent in a relevant subject (e.g. English, Communication, Journalism, International Relations or equivalent professional experience OR evidence of continual professional development relevant to the role purpose)	Essential
2	Additional Communication or International Relations qualification, professional or Master's	Desirable
Knowledge, Skills and Experience		
3	The ability to form a network of contacts among journalists, social media influencers, high profile individuals etc.	Essential
4	Ability to organize and manage media events	Essential
5	An excellent working knowledge of IT and all applications relating to communications	Essential
6	Proven experience in a communications, PR or journalism role with a level of understanding or experience in a fundraising environment	Essential
7	The ability to write high-quality press releases and news reports, stories concisely and fluently for multiple audiences including supporter/donor audiences	Essential
8	Accuracy and precision in written and oral presentation	Essential
9	Flexibility, resistance to stress and ability to perform in a high-paced working environment	Essential
10	Experience of acting as a spokesperson and giving media interviews	Essential
11	Demonstrable understanding of how media coverage can be achieved, particularly in the UK and with international media, and evidence of achieving this on behalf of an organisation	Essential
12	Ability to communicate effectively and confidently with staff, external agencies, and the general public	Essential
13	Ability to negotiate, persuade, and influence. Ability to coach others in interview techniques and media work	Essential
14	The ability to manage a varied and deadline-dependent workload, under pressure	Essential

Personal Attributes

15	Experience of living and working in an international setting (i.e. outside the UK and/or Europe), ideally in a conflict-affected or humanitarian context.	Desirable
16	Highest standards of integrity.	Essential
17	Flexible, can-do attitude and good team player.	Essential
18	Excellent time and task management skills.	Essential
19	Excellent communication skills.	Essential
20	Excellent attention to detail.	Essential
21	Ability to work independently.	Essential
22	Flexibility in approach to working hours as may involve occasional out of hours	Essential

Practical requirements

23	Willingness to submit to medical and safeguarding checks required to ensure suitability	Essential
24	Willingness to work some weekends and evenings if required.	Essential
25	Willingness to deploy internationally with UK-Med as required.	Essential

Key terms and benefits

Salary:	Up to £42,440 GBP gross per annual (dependent on experience) with additional uplift applicable during deployment.
Working hours:	Work will normally be undertaken in office hours, Monday to Friday, but weekend and evening working will be required.
Annual Leave:	25 days per year plus 8 public holidays.
Pension:	10% employer contribution, with 5% employee contribution to a specific defined contribution scheme for UK-based staff.
Deployment:	You will be required to travel in support of our international programmes of work. To do so you must be fit to deploy and agree to undertake medical assessments to confirm this fitness.
Safeguarding:	To ensure the suitability for the role's work with both adults and children, an assessment of suitability to work with these groups will be completed which will include a DBS / police check. Suitability for this work is a condition of employment.
Term of contract:	Permanent



Building a world
prepared to help