



Tel: 0161 653 1221
Web: www.snakesandslides.co.uk
Email: Marketing@snakesandslides.co.uk
Grimshaw Lane | Middleton | Manchester M24 1UN

Graduate Marketing & Administration Assistant

Manchester based children's indoor leisure and entertainment venue and adjoining online ecommerce business are seeking a degree educated, commercially minded, social media savvy and digital marketing aware Graduate Marketing and Administration Assistant to take on an exciting new role working for both companies.

Based in Middleton, Manchester, Snakes and Slides offer the ultimate children's indoor soft play centre experience. Snakes and Slides is one of the largest and most challenging indoor soft play centres in the Manchester area and provide fantastic entertainment for children of all ages, whatever the weather.

Located on top of the same site, Partycare is an up and coming online birthday party supplies, party balloons and children's fancy dress supplier. Partycare offers party supplies for children of all ages, whether it's for boys, girls, toddlers or a first birthday celebration. From tableware to balloons, party bags to an overall children themed party including favourites like Ben 10, Spiderman, Toy Story and many other Children's favourite character themes.

Job Description:

As a result of pressing business requirement, Snakes and Slides Indoor Soft Play Centre and Partycare are looking to recruit a full-time Graduate Marketing and Administration Assistant to support the ongoing success and development of both companies.

As a Graduate Marketing and Administration Assistant, you will be responsible for; identifying new and innovative marketing opportunities, assisting in the development and execution of the marketing plan, taking lead of marketing campaigns, managing the marketing positioning and market development for both companies.

In addition to this you will be supporting the management of Snakes and Slides Indoor Soft Play Centre and working in conjunction with senior members of staff to localise the marketing activities and generate new business and retain existing customers. Your main responsibilities will include:

- Creation and management of direct mail and email marketing campaigns,
- Provide continual updates to both websites,
- Create and copy write marketing literature,
- Manage design and print of leaflets, flyers and posters
- Liaise with external agencies and Engage with local media,
- Market and competitor research,
- Take and process telephone / online orders and prepare for delivery of stock,
- Carry out customer communication, data capture,
- Word of mouth buzz creation, through social media.

The successful candidate will be a bright, computer savvy graduate with a degree in marketing or business related subjects with some experience within graphic design, administration and website management. Commercial office experience within a marketing environment would be desirable but not essential. Ability to use Adobe Photoshop and or other graphic design software would be an advantage but not crucial.

As the Graduate Marketing and Administration Assistant for both Snakes and Slides and Partycare, you will benefit from a competitive salary, access to subsidised restaurant and free secure car parking.

Application:

If you feel your skills meet the requirements of this role and you would like to be considered for the new position, apply today by emailing your CV and cover letter (confirming current salary / salary expectations, benefits and availability) to marketing@snakesandslides.co.uk