

Job Description: Science Writer

NO AGENCIES PLEASE

Role overview

To be based in Cambridge or Manchester office

As Science Writer you will be part of the Zyme Communications (Zyme) team and will be involved in client accounts and projects, as well as supporting new business.

Work is very much driven by client assignments, and might include:

- Copywriting press releases, articles, and other communications materials
- Drafting content for websites
- Attending client meetings, drafting actions lists and messaging frameworks
- Conference support and report writing
- Proactive use of social media and drafting content for client social media profiles
- Researching and compiling reports, including coverage and activity reports
- Managing copywriting projects with partner organisations and freelancers
- Ensuring that internal systems and processes are maintained and kept up to date, including the PR database, CRM and timesheets systems

In addition, you will be expected to assist Zyme in identifying and winning new business from both new and existing clients. This might include:

- Researching potential opportunities
- Drafting/reviewing proposals
- Networking

Flexible working and part time hours available for the right candidate. Salary competitive, depending on experience.

Skills and experience

- Educated to at least undergraduate level in a life sciences subject
- Strong copywriting and editing skills, with excellent attention to detail
- Knowledge of life science media, including international publications, editorial contacts and journalists