Boomtown Communications team job opportunities

As Boomtown gears up for its huge 20 year anniversary celebrations in 2028, and multiple other exciting projects come into focus, we are evolving our communications and marketing department. If you feel like you have what it takes to push creativity into new dimensions with this groundbreaking organisation, we would love to hear from you right now.

New Role: We need someone to look after our social media channels and keep the communications team running smoothly.

Communications Coordinator

Reports To: Head of Communications

Department / Team: Communications

Location: Boomtown HQ, Bristol (with onsite residency in Winchester during the festival period where required, supported by reasonable adjustments where needed)

Remuneration: £26,500

Contract: Full time, permanent

The job in one line

You will run the day-to-day pulse of our social channels, posting, engaging and reporting on what works, and to support copywriting and the admin that keeps the Communications team moving.

Why now

Boomtown is one of a kind. Award-winning production. Over 800 music acts across 12 epic stages, more than 50 secret theatrical venues, six districts with their own characters, identities and plot lines, a live research hub in The Observatory, and tens of thousands of citizens who shape the narrative as they move through it. Chapter Six: Wild Style lands in August 2027. The year after that, Boomtown turns 20!

We have the richest creative material in the UK live events scene and we want to tell our stories to the world. We create year-round must-watch films, reels, series and stories, and you will be the person sharing them with the world.

About Boomtown

Boomtown is a world-leading creative organisation known for pioneering artistic output, large-scale immersive environments and storytelling rooted in community values. Based in Bristol, we produce an annual five-day festival at the Matterley Estate in the South Downs National Park, bringing together music, theatre, art, culture and innovation.

We exist to inspire creativity, connection and collective action. Beyond the event itself, we champion social awareness, environmental responsibility and community engagement through year-round partnerships, educational initiatives and sustainability programmes.

Role Purpose

Boomtown is recruiting a Communications Coordinator to look after our social media channels and keep the communications team running smoothly. This is an entry-level role within the Communications team. You will be the day-to-day pulse of our social platforms, posting, engaging and reporting on what works. You will also support copywriting and handle the admin that keeps the wider team moving.

The role helps deliver Boomtown's mission by making sure our story, values and community are represented consistently and joyfully across the channels where our audience spends their time.

Key Responsibilities

Social media (core focus)

- Coordinate and schedule content across Boomtown's social platforms (e.g. Instagram, TikTok, Facebook, X, YouTube), following the content calendar and brand voice
- Community-manage the channels: monitor comments and DMs, respond in line with our tone, and flag queries or issues to the right team
- Track and report on channel performance (reach, engagement, follower growth, top content) through regular reports, with clear insights and recommendations
- Keep an eye on trends, platform updates and relevant conversations, and bring ideas to the team
- Support the creation and sourcing of content, including photo, video, user-generated content and assets from internal teams and partners

Copywriting and content support

- Draft and proofread social captions, newsletters, web copy and press and partner materials, with guidance from senior team members
- Help maintain the brand voice and tone-of-voice guidelines across all outputs
- Support the planning and delivery of campaign and announcement activity

Team coordination and admin

- Maintain the communications content calendar, asset library and shared drives

- Coordinate approvals, deadlines and information flow between the Communications team and other departments
- Take notes at meetings and track actions
- Support press, partner and stakeholder enquiries, including the shared inbox where needed
- Help with budget tracking, infrastructure ordering, accreditation, invoice processing and supplier admin, as directed

Cross-team collaboration

- Work with internal teams to gather updates and keep messaging consistent
- Support the Communications team with live-event content and communications during the festival period

Responsibilities will be adaptable during the live event period. Adjustments and support will be discussed individually where needed.

Skills & Experience

You will bring experience, transferable skills or knowledge that enables you to:

- Manage social media channels, whether professionally, through study, volunteering or personal projects
- Write clearly and engagingly for different audiences and platforms, with strong attention to detail
- Use scheduling and analytics tools (e.g. Meta Business Suite, Metricool, Later, Hootsuite, Sprout) and turn data into simple, useful reports
- Organise your time, juggle several tasks and deadlines, and keep calm when things move fast
- Communicate clearly and respectfully with a range of people
- Work collaboratively in a multi-disciplinary team
- Contribute to inclusive and accessible ways of working

Nice to have

- Basic photo or video editing (e.g. Canva, CapCut, Adobe Creative Suite)
- Experience in festivals, live events, music, arts or culture
- Interest in sustainability, community or social impact work

If you don't meet every requirement but feel you can bring value to the role, we encourage you to apply.

Why Work for Boomtown

- Work within one of the UK's most creative and ambitious festival organisations
- Contribute to meaningful cultural, environmental and social impact

- A collaborative, values-driven working environment
- A flexible and trust-based working culture
- A team that supports one another and celebrates shared achievement
- Opportunities to broaden your experience in large-scale live events (within the scope of your role)

We are committed to building a team that represents a variety of backgrounds, perspectives and skills, and we are happy to discuss adjustments or access needs at any stage of the process.

Our Values

- Respect Yourself: supporting autonomy, wellbeing and authentic expression
- Respect Each Other: fostering inclusion, equity and belonging
- Respect the Planet: prioritising environmental stewardship and regeneration
- Creativity: pushing boundaries and nurturing artistic exploration
- Connection: cultivating community and meaningful collaboration
- Celebration: embracing joy, humanity and shared experience

ROLE DETAILS

Full Time, 40 hours

Onsite Residency Requirement (Festival Period): This role involves working onsite in Winchester for approximately 3 weeks (July to August) to lead onsite content capture. Hours and duties may vary. We will discuss individual needs and reasonable adjustments in advance of this period.

Additional Benefits / Support:

- Generous annual leave allowance including extended time off over Christmas and your birthday
- Pension scheme
- Salary sacrifice schemes for bikes (inc. e-bikes) and IT equipment
- Enhanced maternity/paternity leave (subject to eligibility)
- Employee wellbeing support including 24/7 counselling service
- Regular staff socials

HOLIDAY ENTITLEMENT

20 days (pro rata if part-time) + UK Bank Holidays + 1 day for your birthday and extended Christmas break.

How to apply

Stage one: a video and your CV including a link to your portfolio

Send us two things:

1. A 60 second video introducing yourself. Shot on your phone is fine. Tell us who you are, what you do, and why Boomtown. Do not over-produce it: we are not judging the lighting, we are listening for how you think and how you talk about your work.
2. Your CV, with a link to a portfolio that proves you're an absolute demon on the channels, and energised by it. Show us how you are data-led, off-the-wall creative, breaking new ground, and constantly improving to prove yourself in this entry-level role.

If video is not accessible for you, send us a written introduction of up to 400 words instead. It will be assessed on exactly the same basis. If you need any other adjustment to apply, email us and we will sort it.

Email both to careers@boomtownfair.co.uk with the subject line "Communications Coordinator". Please send your video as a link (unlisted YouTube, Vimeo, Google Drive or similar) rather than an attachment.

Closing date: 27th November 2026, 5pm.

Successful shortlisted candidates will then proceed to stage two - a formal interview.