



"Our 100-year plan supports both the products we make and the people who make them."

DIGITAL MARKETING LEAD (part time)

THE ROLE

Matthew Cox is a B Corp certified furniture company seeking a part time digital marketing lead to strengthen our online presence and increase engagement and enquiries.

You will bring consistency, clarity and creative thinking to our communications across channels, with a strong understanding of the brand and the judgement to work independently. You'll work closely with the creative director and managing director, as well as the studio and workshop teams as needed.

Content creation is central to this role. You'll help us build a clear, on-brand approach to content and will have a strong and adaptable skillset including photography, short-form video and copywriting. Your work feels calm, considered and true to our brand.

£20k+ per year plus benefits (dependent on experience) | 2 days per week (15 hours)

Minimum 1 day per week in Stamford

To apply, please email a cover letter, CV and examples of your work to camilla@matthewcox.com

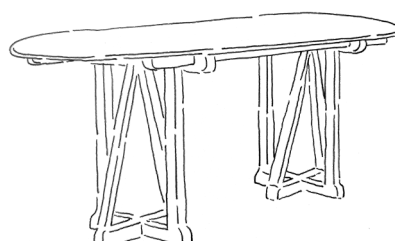


THE COMPANY

Matthew Cox is a company committed to designing and making furniture to last over a hundred years. As a third-generation antique dealer, Matthew distills his knowledge into a versatile collection of made to measure pieces which complement our evolving selection of antiques.

We're a B Corp business based in Stamford, Lincolnshire which is regularly named as one of the best places to live in the UK. The studio is located in a 17th century townhouse and our furniture is made in and around a 1930s Dutch barn with views of Rutland fields.

"Our collection is entirely made to measure, so our creative process is a thoughtful one. We make each piece to serve our customer's purpose perfectly today, and to become more beautiful over time"



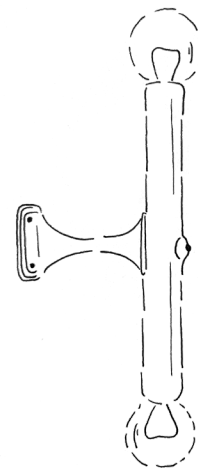
KEY RESPONSIBILITIES

- own and deliver a practical digital marketing plan
- bring consistency to our output across key channels, with Instagram, Pinterest and website as priorities
- plan, capture, edit and publish short-form video for Instagram, working with the creative director to set a clear video language and standard
- build a library of reusable content across formats
- write and edit copy for social, email and web, keeping tone of voice consistent
- keep website content up to date (projects, journal, product pages) and maintain tidy seo basics (structure, metadata, internal links)
- manage comments and messages with warmth and discretion, helping genuinely interested people take the next step
- track performance and share simple reporting on what's working and what to do next
- brief and coordinate specialist support where needed (photography, video, copy, paid), keeping quality high



ESSENTIAL FOR ROLE

- relevant experience in digital marketing (interiors, craft, design, fashion or similar)
- confident digital photography, video and editing skills
- strong understanding of platform algorithms/trends
- expertise with key tools eg Shopify, Klaviyo
- confidence creating and publishing content
- excellent written English and an eye for detail
- calm prioritisation & judgement
- ability to work independently



OUR VALUES

- Positivity* I fulfil my role in an engaged, enthusiastic and empathetic way.
- Simplicity* I engage in continuous improvement to simplify and enhance efficiency in our work, communicating with clarity and kindness to build understanding and collaboration within the team.
- Quality* I consistently commit to doing the right thing, even in the small details, to create a supportive environment and help everyone succeed.
- Purpose* I work with clarity and purpose, knowing what I'd like to do more/less/none of in future.



Always out of the ordinary is the guiding principle for our company, and although that line was conceived with furniture design in mind, it applies to every part of our company. Diversity, originality and authenticity are ideas that are intrinsic to everything we do. As are the principles of fairness and open-mindedness.

Building a brilliantly diverse team means encouraging applications from all underrepresented groups including minoritised/marginalised ethnic groups, all gender identities and expressions from the LGBTQA+ community, candidates with a disability, those who practise different faiths and beliefs. If you're not a British or Irish citizen you'll need permission to work in the UK and you can see more information about that [here](#). If you have any questions, please drop us an email [here](#).

