



Title: Editor, Tech City UK  
Reports to: Chief Marketing Officer  
Based in: London  
Travel: Occasional travel across the UK

## **Editor, Tech City UK**

### **About Tech City UK**

Launched by the UK Prime Minister David Cameron in 2010, Tech City UK supports digital entrepreneurship across the nation, with regional bases in London and Northern England.

Our aim is to help accelerate the growth of promising digital businesses in the UK. We do this by focusing on three areas:

1. Lifecycle Programmes - running programmes that help digital start ups through every stage of their maturity – from seed to IPO or trade sale;
2. Digital Skills Gap – we are closing the digital skills gap by creating products and services that make a measurable difference;
3. Thought Leadership & Advocacy – using all the data, intelligence and connections with the community, we are able to create reports and events that mark us a thought leader in creating digital ecosystems

The culture is one of a start up with a lean mentality. We aim to be agile, transformative and authentic in our day-to-day operations.

### **The Challenge of the Role**

Reporting to the CMO, the Editor is our editorial voice on topics that impact our community. You are responsible for everything from dynamic coverage of topics that impact fast-growth digital businesses to in-depth, long-lasting reports that uncover trends and changes in the UK's tech landscape. You'll be passionate about the sector, and be as comfortable writing a quick blog post and conducting video interviews, as collaborating with partners to create our annual Tech Nation report. You consistently seek to inform and engage our audience – entrepreneurs, policymakers, tech community partners and overseas investors – about the current state of the UK tech scene.

You will be responsible for identifying valuable research topics, and will be given the space to develop your ideas into thought leading pieces - taking ownership of the process from concept to distribution. You will be a keen storyteller, with the ability to translate complex themes into a compelling narrative, and you will have the confidence and creativity to use a range of digital and offline presentational styles (e.g. infographics, interactive online content) to reach your audience.



You will have the creativity and drive to strike partnerships with appropriate research partners and contributors, drawing on their expertise, and optimising the investment of Tech City UK's grant funding.

Over the next 12 months, you will be responsible for:

- (1) Establishing a strong editorial voice for Tech City UK through timely and topical pieces published on our site and through other channels.
- (2) Delivering a new edition of the annual *Tech Nation* report (spring 2017) a state of the nation for the UK's digital tech economy;
- (3) Overseeing the successful roll-out of 2-3 "*Best Practice*" research pieces.

## **Main Duties & Responsibilities**

### Establish Editorial Voice

We are considered thought leaders in the digital economy, and it is critical that we build on that foundation. Given the referendum vote, it is more important than ever for the tech community to have a reliable, factual source of information it can turn to for in these times of uncertainty.

- This is a rare opportunity for the right person to establish the editorial guidelines, tone and structure of news and research content for Tech City UK.
- You will report, write, edit and publish important tech community news.
- You will tell stories on a range of topical national issues, and take your ideas from concept to publication, drawing in sources from community partners, public sector organisations, corporates and others as appropriate.
- You will work closely with our teams in both London and Tech North to uncover topics of national interest, particularly our community editor based in Manchester

### Ownership of the *Tech Nation* report, including:

- Identify and bring on board appropriate research partners, and work with them to shape the scope of their primary research and analysis;
- With the Tech City UK senior management team, identify the key themes of the *Tech Nation* report, and translate the core research into an accessible, engaging narrative, suitable for the range of target audiences;



- Build relationships and liaise with a range of industry partners nationally and internationally, to draw out both qualitative and quantitative insights for inclusion in the report;
- Work with in-house and/or agency designers to produce options for both in-print and online editions of the report;
- Liaise with Marketing and Events colleagues within Tech City UK to build promotional plans that ensure appropriate media and industry exposure of the final report;
- Own the project plans and report on milestones on a regular basis.

#### Oversight of the Best Practice series:

- Empower and support the Publications Manager (part-time/freelance) to take 2-3 Best Practice research pieces per year from concept to publication, including working with them to identify themes, and working collaboratively to reach out to potential partners to support the development of content.

#### **Essential skills and experience**

- Experience
  - 5+ years experience in editorial field – telling great stories using written and visual media and promoting stories through common social and search channels.
  - 5+ years of experience producing online and print content.
  - Great storytelling skills through digital media.
  - Proven record of creating insightful research pieces.
  - Proven project management skills, and experience of delivering research projects from planning to completion
  - Experience of managing relationships with multiple stakeholders with differing priorities
  - A good university degree
- Skills
  - Strong copywriting skills
  - You may not be a data analyst, but you'll be comfortable handling a range of data sets and drawing insights from these, and will be able to engage confidently with research professionals on more sophisticated analysis
  - Ability to deliver and lead cross-functional programmes
  - Excellent communicator and collaborator at all levels
  - Superior editorial judgment based on skills, intuition and experience.
  - Awareness of data visualisation principles
  - Excellent leadership, communication and teamwork skills.



- Back up your opinions with data and clear well-structured cases.
- Strong analytical and verbal skills; quick thinker and clear communicator.
  
- Attitude
  - A passion for the UK's digital economy
  - You will be self-motivated, thrive in a fast-paced environment and find opportunities in uncertainty
  - Results-driven, high-performing, high-quality work attitude
  - You have a high threshold for ambiguity and maintain professional demeanor under pressure
  - You must demonstrate the maturity to work independently on a day-to-day basis and have the wisdom to know when to collaborate, delegate and/or escalate.

#### **Contact Details**

If you are interested, please send a covering letter, your CV and a short email to [jobs@techcityuk.com](mailto:jobs@techcityuk.com) for more details. No agencies please. Tech City UK is an equal opportunities employer. Job applicants may be asked to provide evidence of their ability to work and live in the country where the role exists.