



**MARKETING INTERN  
APPLICATION PACK**

**JUNE 2025**

# MARKETING INTERN APPLICATION PACK

Dear Applicant,

## **RE: Application to become Marketing Intern**

Thank you for your interest in joining Manchester Pride.

Please find attached a detailed role description and person specification.

To apply for the role, you will need to read through this pack, complete the key skills form and submit it along with a CV and a short covering letter.

The deadline for applications is **Sunday 22nd June 2025, 23:59**. Details of where to send your completed application form can be found in the notes.

If you have any questions, or wish to have an informal chat regarding the role, please get in touch via [marketing@mancheterpride.com](mailto:marketing@mancheterpride.com)

Yours sincerely,

Lizzy Maginness

**Head of Marketing & Growth**





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## An introduction to Manchester Pride

Manchester Pride is one of the leading LGBTQ+ charities in the UK. The charity is pioneering in its approach to LGBTQ+ inclusion and equality, spearheading the modern Pride movement. We are a local charity with an international reach.

Our vision is a world where LGBTQ+ people are free to live and love without prejudice and where our culture is universally celebrated.

We campaign for equality; challenge discrimination; create opportunities for engagement and participation; celebrate lesbian, gay, bisexual and transgender life; and fundraise to enrich the lives of and empower LGBTQ+ people in Greater Manchester.

We are most famous for our annual programme of Lesbian, Gay, Bisexual, Trans, Queer and Inclusive (LGBTQ+) events in Greater Manchester which each year bring more than 200,000 people together to celebrate queer life.

Our events and community-focused initiatives are at the heart of our organisational strategy, which incorporates the delivery of an internationally acclaimed and hyper-localised experience for our communities, befitting a city at the heart of the Northern Powerhouse.

As a grant-making charity, we raise money through our events and then distribute this to LGBTQ+ causes across the Manchester city region through our four grants programmes.

You can find out more about our events, initiatives and grant schemes on our website.





# PURPOSE

**Celebrate, promote the rights, equality, visibility and rich diverse culture of LGBTQ+ people in Greater Manchester.**

## VALUES

### UNITY

Great things are achieved by working harmoniously to achieve our vision.

### LIBERATION

Nobody's free until everybody's free.

### JOY

Celebrating and taking unrivalled pleasure in the queer expression and rich, diverse culture





# OUR GOALS

**Create opportunities for LGBTQ+ people in Greater Manchester to engage with and shape the format of our annual celebrations.**

**Provide a platform which showcases and elevates the rich diverse spectrum of LGBTQ+ talent in Greater Manchester.**

**Support grassroots projects and initiatives that encourage the wellbeing of LGBTQ+ people in Greater Manchester.**



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<b>Job title:</b>	Marketing Intern
<b>Reports to:</b>	Head of Marketing & Growth and Marketing Manager
<b>Place of work:</b>	Manchester City Centre + Flexible Working
<b>Salary:</b>	£12.60 per hour
<b>Contract type:</b>	Fixed term / 21 hours per week / 30 <sup>th</sup> June - 3 <sup>rd</sup> September

## The Opportunity

Manchester Pride is a world leading celebration of LGBTQ+ life and culture taking place from 15<sup>th</sup> - 25<sup>th</sup> August 2025. We are a charity at the forefront of the global Pride movement and have a small but dedicated team working year round to support LGBTQ+ communities in Greater Manchester and beyond. We're committed to creating a celebration Greater Manchester's LGBTQ+ communities are proud of.

As we ramp up activity for Manchester Pride 2025, the marketing team is entering an exceptionally busy period and are looking for an organised, resourceful and confident individual to join the team during this exciting period.

The role will play an important part in supporting the team to ensure we maintain momentum, deliver with impact, and remain responsive across all channels. The role will focus on hands-on assistance across a variety of core marketing activities. The successful candidate will gain first hand experience as part of a successful marketing function within a fast paced environment at a world-leading, major festival event.





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## The Role

Reporting to the Marketing Manager, you will be responsible for supporting the marketing team (Head of Marketing & Growth, Marketing Manager, Digital Content Producer and Partnership Manager) with a variety of administrative tasks across a variety of core marketing activities.

## Specific Responsibilities

- Content support across social media platforms, website and email campaigns
- Community management and audience engagement
- Coordination of marketing assets and timelines with internal teams and external partners
- Support with reporting, campaign analytics, and insights
- General administrative support to the marketing team
- Onsite support at Manchester Pride events

The above list of duties is indicative only and not exhaustive. The successful candidate will be expected to perform all such additional duties as are reasonably commensurate with the role. Please take note that due to the nature of our work, the flexibility to work outside normal office hours will be required.

## Skills and Experience

We are looking for a professional and creative individual with a passion for marketing, live events and LGBTQ+ life and culture. This role will give the individual practical experience in a dynamic B2C marketing environment.

Essential skills:

- Highly organised
- Excellent time management
- Positive and proactive approach to work

Desirable skills:

- Proficient using G-Suite or similar software
- Content creation
- Proficient using social media platforms
- Knowledge of Adobe Suite, Canva, CapCut etc.



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## Application Process

Your completed application will be reviewed by the Head of Marketing & Growth and Marketing Manager, who will then invite any suitable candidates to meet and discuss the role further in a formal interview.

Your application can be submitted via the [online portal](#). You may also submit your application by post FAO: Lizzy Maginness, Manchester Pride Ltd, Manchester One, 53 Portland Street, Manchester, M1 3LD.

Applications should be received no later than Sunday 22nd June, 23:59. Please note that applications will be reviewed as they come in, so we advise applying early.

If you have any questions relating to the application process, please email [marketing@manchesterpride.com](mailto:marketing@manchesterpride.com)

