Media and Marketing Assistant

Full time On Site year round
Required for: January 2027
Salary £26,410

Please note: Applications for this role will be reviewed in the order in which they are received. Applicants must have the right to work in the UK.

Suitable candidates may be interviewed before the closing date, and The Marist School reserves the right to withdraw the position if an early appointment is made.

Early application is therefore strongly advised.
The Marist School seeks a motivated and enthusiastic marketer to join the Marketing and Admissions Team.

They will join a friendly and collaborative department, who are committed to delivering with passion and enjoyment.

The objective of the role is to help prospective families see what life at The Marist is like, from Nursery, through Prep and Senior School and up to our vibrant Sixth Form.

You'll spend time around the school capturing everyday moments and key events, creating photos, reels and stories, and publishing them across our social media channels. Working with the Head of Marketing, you'll create, run and reports on paid social campaigns, support pupil recruitment throughout the year and see day-to-day marketing requests through to completion. Maintenance of our website, digital assets library, ensuring our branding is consistent, appropriate and compliance with UK Data Protection requirements is a core part of the role.

Set in beautiful woodlands in the village of Sunninghill, near Ascot, The Marist School is a leading independent Catholic day school for girls aged 2 to 18. The Marist employs over 120 members of staff, and we are proud to be a diverse community that fosters a family spirit across the school.

Staff at The Marist School are part of a warm and welcoming community that are at the heart of the school. In return our staff enjoy a generous pension scheme, allocated on-site parking, free school meals and access to fitness facilities.

Application information is available from the school website: https://www.themarist.com/our-school/career-opportunities/ or contact us directly at The Marist School, Kings Road, Sunninghill, Ascot, Berkshire SL5 7PS, Tel: 01344 624291.

Completed application forms should be submitted by 9am on Monday 14th December 2026.

The Marist School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS). All posts at The Marist are subject to satisfactory statutory employment checks and referencing.