



External Engagement Officer

Job Description & Person Specification

April 2026



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About BeyondAutism

Our vision

A world where every autistic learner belongs, succeeds and shapes their own future.

Our mission

To ensure every autistic child and young adult accesses the education and support they need to belong, succeed, and lead lives full of opportunity, choice and independence.

Founded by parents in 2000, we provide a continuum of support from Early Years through Post-19, alongside outreach, training, and our pioneering BeyondAutism Fast Responder service. We combine direct education for children with the most complex needs with national training, resources, and policy influence – creating a blueprint for inclusion that can be scaled across the country.

At the heart of our approach is a deep understanding of behaviour – recognising it as communication and as a reflection of environment and need. Too often, scientific principles have been misapplied in ways that prioritise compliance over the individual's voice. We reject any practice that seeks to suppress identity; instead, we celebrate individuality and apply behaviour analysis in a positive, ethical, and person-centred way – supporting choice, independence, and outcomes that enhance quality of life.

Our values

At BeyondAutism we are:

Dedicated to delivering excellence

Developing expertise, outstanding services and positive engagement, always seeking to go above and beyond expectations.

Committed to understanding behaviour

Contributing to research and ensuring our staff continually develop and share best practice that ensure aspirational outcomes are achieved for autistic individuals.

Respectful

Embracing diversity, showing integrity, acting with compassion and always treating people with dignity.

Proud to challenge

Listening, changing thinking, shifting attitudes and educating.



Job overview

To deliver external communications and engagement activity that strengthens BeyondAutism's public profile, sector influence and organisational visibility.

Working closely with the Engagement Operations Manager, the post-holder will develop and deliver communications that showcase BeyondAutism's work, amplify organisational expertise and support engagement with key audiences including educators, sector partners, policymakers and supporters.

The role will identify opportunities to raise the organisation's external profile through thought leadership, sector engagement and storytelling that demonstrates the impact of BeyondAutism's services.

What we can offer you

You can find a very rewarding career with BeyondAutism. As well as being part of a team delivering life-changing services, we offer multiple and generous benefits to employees.



Pension scheme *

We offer a competitive pension scheme via salary exchange of 3, 4 or 5% and match your contribution.



Hybrid and flexible working

Charity staff have the option of hybrid and flexible working. To be agreed with HR and the department head.



Season ticket loan *

We can loan you the cost of your season ticket, repaid through monthly salary deductions for the period of the season ticket or less. Maximum period 12 months. Maximum loan £5000.



Bicycle loan *

We can loan you the cost of purchasing a bike for the purpose of cycling to work, repayable over a period of 12 months or less.



Continuing Professional Development (CPD)

Further education opportunities including Masters, RBTs, diplomas and certificates; and opportunities for membership for relevant professional bodies.



Professional Membership fees

Reimbursement of the cost of annual professional membership fee where continued membership registration is a requirement of your role.



Onsite counsellor

One counsellor working across our sites offering confidential 1:1 counselling sessions.



Perkbox

Access to an online perk scheme which gives you your pick of over 200 great discounts and freebies such as a free monthly hot drink from Cafe Nero, discounts on high street shopping and great price cinema tickets.



Employee Assistance Programme

Free access to a 24/7 confidential counselling support, including opportunity for face-to-face support.



Employee Referral Programme

Generous £400 thank you payment when you refer somebody into one of our open vacancies.



Eye care vouchers

Vouchers to cover the cost of an annual eye examination and single-vision spectacles, if needed.

Benefits marked with (*) are contractual benefits open to staff who have been in post for three months or more.

About the role

External communications and visibility

- Deliver external communications that strengthen BeyondAutism's public profile and sector presence
- Identify opportunities to position BeyondAutism as a leading voice in autism education and inclusion
- Support the promotion of organisational achievements, initiatives and milestones through external communications
- Ensure external messaging reflects organisational priorities and the BeyondAutism 2030 Strategy

Sector engagement and influence

- Identify and coordinate speaking opportunities for BeyondAutism leadership and subject matter experts
- Support participation in sector conferences, panels and events
- Maintain relationships with conference organisers and sector networks
- Monitor sector conversations and identify opportunities for organisational contribution

Awards and recognition

- Identify relevant awards and recognition opportunities that highlight BeyondAutism's work
- Coordinate the preparation and submission of award applications
- Work with colleagues across services to gather evidence and impact stories for submissions
- Promote award nominations and achievements through external communications

External storytelling and content development

- Draft and deliver external communications including blogs, press releases, podcast content and thought leadership articles
- Lead the development and delivery of the organisation's podcast, including content planning, episode development and coordination with internal and external contributors
- Develop case studies that highlight the impact of BeyondAutism's services and programmes
- Identify and shape stories suitable for podcast discussion, working with colleagues and subject matter experts to translate insight into engaging audio content
- Work with colleagues across services to identify compelling stories and milestones
- Ensure all content, including podcast output, is suitable for amplification across digital channels and external platforms



About the role

Media and reputation support

- Monitor potential media opportunities relevant to the organisation's work
- Support preparation of media briefings and communications materials where required
- Assist with drafting media responses and press materials under the guidance of senior colleagues
- Ensure external communications support the organisation's reputation and credibility

Campaign delivery

- Support delivery of external engagement campaigns that promote BeyondAutism's work
- Collaborate with the Digital Officer and Digital and Content Manager to ensure content is effectively amplified across digital channels
- Ensure campaigns maintain consistent messaging across external platforms

Organisational coordination

- Work closely with the Engagement Operations Manager and other colleagues to ensure external engagement activity is coordinated with organisational priorities
- Support the identification of storytelling opportunities across services and programmes
- Contribute to the development of a strong pipeline of external communications and engagement opportunities



What you will bring to the role

	Essential	Desirable
Experience	<ul style="list-style-type: none"> • Experience producing external communications or content for public audiences • Experience writing blogs, articles or press materials 	<ul style="list-style-type: none"> • Experience working within the charity or education sector • Experience supporting media relations, press engagement or public affairs activity • Experience contributing to thought leadership, campaigns or reputation-building activity • Experience working with senior leaders or subject matter experts to develop external messaging
Skills	<ul style="list-style-type: none"> • Strong writing and storytelling ability • Ability to translate complex information into accessible content • Stakeholder engagement and relationship building 	<ul style="list-style-type: none"> • Ability to shape compelling narratives that align with organisational strategy and audience needs • Understanding of how different external audiences engage (educators, policymakers, funders, partners) • Basic understanding of media landscapes, sector trends and reputation management principles
Abilities	<ul style="list-style-type: none"> • Identify opportunities to raise organisational visibility • Work collaboratively across teams and programmes • Manage multiple communications initiatives simultaneously 	<ul style="list-style-type: none"> • Ability to proactively spot and act on opportunities for external positioning and influence • Ability to work with subject matter experts to extract insight and translate it into external content • Ability to prioritise activity based on strategic value and audience impact • Ability to assess reputational risk and escalate appropriately
Personal qualities	<ul style="list-style-type: none"> • Creative and proactive • Confident communicator • Organised and detail-oriented 	<ul style="list-style-type: none"> • Curious and externally aware, with a strong interest in sector developments and trends • Comfortable engaging with senior stakeholders and representing the organisation when required • Resilient and adaptable in a fast-paced, high-visibility environment • Commitment to inclusion, accessibility and respectful representation in all communications

Job information



SALARY SCALE:	£27,323 - £29,629
HOURS:	37.5 hours per week
LINE MANAGER:	Engagement Operations Manager
LOCATION(S):	Hybrid, with two days per week at Charity Office (SW18) and/or with services.
PROBATIONARY PERIOD:	Six months
HOW TO APPLY:	If you're interested in applying for the role, please send a cover letter and CV to recruitment@beyondautism.org.uk

If you would like to know more or ask a question please email recruitment@beyondautism.org.uk.

BeyondAutism is proud to be an equal opportunity workplace. We are committed to equal employment opportunity regardless of ethnicity, religion, sex, sexual orientation, age, marital status, disability or gender identity.

BeyondAutism is committed to safeguarding and promoting the welfare of children and young adults and expects all staff to share this commitment. An enhanced disclosure will be conducted for the successful applicant.



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How to follow us



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