

Committee Role: Communications Support

Biochemical Engineering Special Interest Group (BESIG), IChemE

ABOUT BESIG

BESIG is IChemE's [Biochemical Engineering Special Interest Group](#). It provides a UK and international forum for the technical and professional development of biochemical engineering, spanning industry, academia and students. The committee is made up of volunteers, and its main activities are:

- **Events:** a programme of conferences, webinars and technical meetings across the UK and online.
- **Bursaries:** funding for early career researchers and people in SMEs to attend conferences, meetings and CPD training.
- **Communications:** a regular newsletter and an active LinkedIn presence keeping the community up to date.
- **The Donald Medal:** the annual award recognising outstanding service to biochemical engineering, judged by the BESIG committee.

PURPOSE OF THE ROLE

To support the Outreach and Communications Lead in running BESIG's communications, principally the group's LinkedIn page. The aim is to keep a steady flow of relevant content going out to the community, grow and engage the audience, and ensure events, key newsletter stories, bursary rounds, and Donald Medal nominations reach the people they are meant to reach.

MAIN RESPONSIBILITIES

- Day-to-day management of the [BESIG LinkedIn page](#), working alongside the Communications Lead.
- Drafting, scheduling and publishing posts, keeping to a consistent tone and to IChemE and BESIG branding.
- Gathering material from committee members, speakers, sponsors and the wider community to turn into content.
- Promoting BESIG events before, during and after they run, including speaker spotlights and post-event write-ups.
- Publicising bursary application rounds and successes
- Promoting Donald Medal nomination windows well in advance of deadlines and highlighting awardees.
- Monitor page metrics such as followers, reach, click-through, and engagement, and report briefly to the committee.
- Suggesting and testing ways to grow the follower base and reach new parts of the biochemical engineering community.
- Supporting newsletter content and other communications activity as needed.

WHAT WE ARE LOOKING FOR

- An interest in biochemical engineering or industrial biotechnology, and in the people working in it.
- Confident using LinkedIn, with a willingness to engage in page management, scheduling tools and analytics.
- Able to write clearly and concisely for a mixed audience of industry, academia and students.
- Organised and reliable, able to keep to a posting schedule (1-2/week) around their main job role
- Basic graphics skills (Canva or similar) are useful but not essential.
- IChemE membership and affiliation to BESIG, or willingness to join. Early career members are very welcome.

TIME COMMITMENT AND SUPPORT

Roughly two to four hours a month, spread across the month rather than in blocks, with occasional busier periods around events and bursary deadlines. Committee meetings are held quarterly online, with one in person, plus the AGM. The role is voluntary and reports to the BESIG Committee chair with support directly from the Communications Lead, who will provide access, templates and a training

EXPRESSING AN INTEREST

Please apply via the [Volunteer portal](#), with a short note on your background and what you would bring to the role.