



Current Career Opportunities

Content Development Manager

Job Specification

Content Development Manager

Scope of Role

The role of the Content Development manager is to drive the content strategy for the business which will deliver world class learning material delivered through a wide range of channels. Ultimately, you will be responsible for producing, editing and improving all content for three main stakeholder groups, Staff, Customers and our Partner community. The key success factor for this role will be a content infrastructure that doesn't currently exist in the business.

The Intact Knowledge Centre

Key Responsibilities

Work closely with Sales teams to deliver content, presentations and documentation needed for them to be successful

Development of all learning materials in the form of playbooks, case studies, presentations, video learning, product training materials, white papers, blogs and job aids

Create a resource library that is well organised, easily accessible to all and has an ease of experience to the user

Plans, produces and distributes technical content aligned to the Product roadmap

Collaborates with various internal and external subject matter experts and thought leaders from across the organization and industry, stays informed of and influences new content development initiatives

Cataloguing of new resources and keeping existing content up to date and retiring older content when appropriate

Partner with Marketing and other key internal teams to ensure content is created in line with our strategy and with connectivity in mind

Knowledge & Experience

- 5 -7 years' experience in a similar role
- Excellent copywriting and editing skills
- Demonstrated ability to see the big picture and make connections across topics' ideas and teams

- Proven track record of successful content development for digital and video platforms

Personal Specification

- Excellent Project management skills with proven ability to manage multiple tasks in a high pressurised fast paced environment
- Proactive and self-directed - must be able to scope new initiatives with minimal guidance
- Excellent organisational ability with a methodical, analytical mindset
- Be adaptable and work as an effective member of a team

Apply now

If you are interested in the position, please Email your CV to: careers@intactsoftware.com