THE KENTON
HENLEY-ON-THAMES

Freelance Marketing Manager

Reports to: Theatre Manager
Responsible for: Marketing sub-contractors and marketing volunteers

About The Kenton

The Kenton is a vibrant and historic theatre that has been entertaining audiences since 1805. From toe-tapping music and gripping drama to comedy, dance and family-friendly shows, The Kenton offers something for everyone in its intimate 240-seat auditorium. This beloved venue is also a hub for local community groups and private events, bringing people together in celebration of culture. With over 250 performances a year and an annual income of £850k+ The Kenton plays a vital role in the cultural landscape of Henley-on-Thames and the surrounding area.

The Role

The Kenton Theatre is seeking an experienced marketing freelancer to support the team, starting ASAP for an initial **7-week contract, 15 hours per week** to cover an interim period whilst recruitment is taking place for a permanent Marketing Manager.

This is a hands-on role leading the delivery of marketing activity across a diverse programme of live events. You'll be responsible for planning and executing campaigns, overseeing communications across email, web and print, and ensuring a consistent and engaging presence for the theatre's brand. You'll also support PR activity and work closely with internal teams and visiting companies to drive ticket sales and audience engagement.

We're looking for someone confident working independently, with strong organisational skills and a practical approach to campaign delivery. You should be comfortable writing and proofreading copy across multiple channels and have experience using CMS platforms (ideally Spektrix, Artifax and WordPress) alongside email marketing tools such as Dotdigital/Dotmailer. Design capability (Canva and/or Adobe Creative Suite) is highly desirable.

Experience in marketing is essential, along with a collaborative approach and the ability to quickly get up to speed in a fast-paced environment.

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Terms and Conditions

Start date:	Immediate
Salary:	£20-25 per hour dependant on experience
Hours:	15 hours per week
Contract type:	Freelance
Location:	Based at the theatre

Application Process

Please email a CV and cover letter to: recruitment@thekenton.org.uk ensuring that **Freelance Marketing Manager** is included in the subject line.

For further information please contact Lottie Pheasant, Theatre Manager at

lottie.pheasant@thekenton.org.uk

Deadline for applications: **5pm Friday 1st May 2026**

We will be reviewing applications on an ongoing basis and encourage you to submit your application early. We reserve the right to close this vacancy earlier than the deadline if a successful candidate is appointed.