



Job Description – Publicity Executive

(Full-time), 35 hrs

Entry-level, Competitive salary

Open to candidates in Britain or the US, with the choice of working remotely or at Pluto's central London office.

Pluto Press is a radical political publishing house. Founded in 1969, we are one of Britain's oldest radical publishers, but our focus remains making timely interventions in contemporary struggles. We have published titles from the likes of bell hooks, David Harvey, Françoise Vergès, Lola Olufemi, Noam Chomsky and JJ Bola. Based in London, we are also currently expanding our presence in the US.

We are looking for a capable publicist at the start of their career to increase our global media exposure and work with our authors to secure coverage in print, podcasts, radio, TV and online media. Reporting to the Publicity and Social Media Manger and working closely with the sales and marketing team, you will develop and implement effective publicity campaigns for selected books, with the aim of increasing Pluto's visibility across the world.

You will:

- Develop comprehensive publicity campaigns for selected titles
- Write effective PR materials and oversee the production of advance proof copies
- Pitch our authors and titles to the media for review, features, interviews, extracts or op-eds, and follow up
- Develop and maintain relationships with key contacts in the media including book reviewers, features writers, editors, TV and radio producers, podcasts, influencers etc., aided by regular meetings
- Respond to breaking news events and liaise between authors and key media stakeholders
- Work closely with our authors, providing excellent author care
- Circulate publicity to our team, sales representatives and authors
- Support the sales and marketing team with administrative tasks
- Anything else the job may reasonably require

We are looking for someone with the following skills:

- Exceptional communication, both written and verbal
- Ability to work in a team environment
- An interest in politics, activism and current affairs
- A clear understanding of Pluto's editorial mission

Ideally you will have:

- A personal affinity with left-wing politics and radical publishing
- Experience in a former publishing or media role
- Relevant media contacts
- Graphic design skills
- Experience with Google Cloud Suite, Microsoft Office and Adobe Creative Cloud

To apply, please email James Kelly at careers@plutobooks.com, with the subject line 'Publicity Executive' including your CV/resumé and a covering letter. The deadline for applications is 7th February.

Pluto Press is a respected publisher on issues of race, gender, decolonization and labor. The press operates an inclusive, transparent and collective working environment. We actively encourage candidates from diverse backgrounds to apply, including those who identify as people of colour, LGBTQIA+, people with disabilities, and other marginalized groups.

Health insurance will be provided for US employees.

Pluto Press is a fully unionized workplace, and staff are encouraged to apply for membership to the Collective of Pluto Employees (COPE) through which they collectively own company shares and have representation and voting rights on the company's board.