



Trident College is located on a 113-hectare nature reserve in Solwezi, Zambia. The school opened its doors to the first pioneering group of pupils and parents in September 2013. In addition to serving the educational needs of the local copper mining community, the College, which is now home to 340 pupils, is rapidly becoming the boarding school of choice in Zambia and a firm option for parents and pupils throughout southern Africa.

MARKETING AND ALUMNI ASSISTANT



Trident College is looking to appoint a suitably dynamic Marketing and Alumni Assistant.

The successful candidate will support the Marketing and Admissions Department and the Director of Sixth Form in promoting the College, coordinating events, managing digital platforms, and assisting with internal and external communications. Additionally, they will support the strategic growth of our evolving alumni programme by managing communications, network development and data synchronisation, and coordinating events and networking opportunities. The role requires creativity, strong organisational skills and the ability to work in a fast-paced school environment.

The appointee will be expected to contribute positively to all areas of the College life and support major school events and marketing initiatives.

Trident College forms part of the Trident Group of schools, which comprises three prep schools and the College. Trident Schools are, in turn, operated by Educore Services, a leading provider of independent schooling in Zambia.

Qualifications and Other Requirements

- Minimum of Diploma in Marketing, Public Relations or a related field
- Registered Member of the Zambia Institute of Marketing (ZIM)
- Experience in Marketing and branding (school environment advantageous)
- Basic knowledge of web content creation, editing and publishing
- Proficiency in social media management, digital marketing and online campaign execution
- Strong organisational, time management and administrative abilities
- Advanced Knowledge of ICT systems, Microsoft Office applications and graphic design skills is highly desirable
- Ability to multitask and meet deadlines

Commencement date: 1st July 2026 preferred(negotiable)

Key Skills

The successful candidate will possess the following key skills and attributes:

- Strong interpersonal and communication skills
- Creativity and attention to detail
- Ability to work independently and as part of a team
- A proactive and solution-oriented approach

Closing date: 21 June 2026.

Due to Educore Services' commitment to safeguarding and promoting the welfare of children, applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and checks for a criminal record.

Please complete this form to apply: [Application for the position of marketing assistant – Fill in form](#)