Vacancy

BRAND CO-ORDINATOR  
(F/M/X)

The International Paralympic Committee (IPC) offers the position of a full-time Brand Co-ordinator (f/m/x) in an international and multicultural team at the IPC Headquarters in Bonn, Germany, starting in April 2024.

ABOUT THE IPC

At the IPC, we work as one team, aligned and focused on fulfilling our vision and mission.

The IPC’s vision is for an inclusive world through Para sport. We believe that Change Starts With Sport, and that the work of the Paralympic Movement is a catalyst for driving social inclusion and advancing the UN Convention on the Rights of Persons with Disabilities and the UN’s 17 Sustainable Development Goals.

The IPC, a purpose-driven non-profit association, is the global governing body of the Paralympic Movement. We oversee the delivery of the Paralympic Games and Paralympic Winter Games and serve as International Federation for six Para sports. We enjoy a positive working relationship with the IPC Governing Board, members of which are democratically elected every four years by the IPC General Assembly. Since 1989, we have been creating change through sport with the Paralympic Games and Paralympic athletes at our core.

The IPC seeks to use the influential global position of the Paralympic Movement and the growing profile of Para athletes to challenge the stigma attached to disability and empower social transformation.

ROLE

The IPC Brand Team is part of the big family within the Brand & Communications department. We take care of the brand and identity of the IPC, its impact in the world and we strive in the mission of finding new ways to promote the values of the Paralympic Movement.

The Brand Co-ordinator is accountable to the IPC Brand Manager.
CORE RESPONSIBILITIES

- Assist in the development of internal brand resources, training materials, and brand templates.
- Ensure IPC brand compliance of internal publications and external brand uses.
- Support the IPC brand team with creative and tactical initiatives, asset briefs and operational requests.
- Be one of the points of contact of the IPC brand team with internal and external stakeholders.
- Coordinate and liaise with suppliers for all brand related assets that need to be produced and activated.
- Create and maintain the branding archives of the National Paralympic Committees and International Federations.
- Support IPC design project coordinator with design demands from the different IPC departments.
- Keep strong awareness of the IPC brand benchmarks across all media.
- Perform other duties as required.

CORE REQUIREMENTS

- Proactivity and passion for developing the IPC brand.
- University-level degree in Brand, Marketing, Design and/or a related field.
- One to two years’ experience in brand and/or marketing.
- One year of experience in design using Adobe applications (such as Photoshop, Illustrator, inDesign).
- Capacity to deliver in a multi-tasking environment.
- Have excellent communication skills, both written and oral, in English (knowledge of German is a plus).
- Ability to feel comfortable working in a fast-paced, multi-cultural environment and an aptitude to operate with limited supervision.
- Excellent attention to detail, creativity, curiosity, strong organisational skills, and ability to meet deadlines.

DESIRED REQUIREMENTS

- Possess knowledge and experience using Microsoft Office tools and Windows.

Do you want to apply?

If you are interested and provide a good match with our requirements, please send your CV and cover letter in English and in pdf to CommunicationJobs@paralympic.org

INTERNATIONAL PARALYMPIC COMMITTEE
Adenauerallee 212-214, 53113 Bonn, Germany / paralympic.org
CommunicationJobs@paralympic.org / Tel: +49 228 2097-200 / Fax: +49 228 2097-209
For this position, we will review applications and interview candidates on a rolling basis with final deadline of end of 31 December 2023.

The IPC is an equal opportunity employer, and we especially encourage individuals with a disability and members of minority groups to apply; we support the relocation process and provide transitional accessible accommodation. For further information on the IPC, please contact us or visit our website under www.paralympic.org.

We look forward to your application!