



Vacancy

VIDEO CONTENT CO-ORDINATOR (F/M/X)

The International Paralympic Committee (IPC) offers the position of a full-time **Video Content Co-ordinator (f/m/x)** in an international and multicultural team at the IPC Headquarters in Bonn, Germany, starting in June 2025.

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 five 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 **Video Content Co-ordinator (f/m/x)** reports to the IPC Video Content Manager and will be responsible for producing video content for the IPC digital channels.

INTERNATIONAL PARALYMPIC COMMITTEE

Dahlmannstraße 2, 53113 Bonn, Germany / paralympic.org

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CORE RESPONSIBILITIES

- Supporting the Video Content Manager with day-to-day planning, coordination, and execution of video content for IPC's digital platforms, ensuring timely delivery and alignment with content strategies.
- Working closely with internal teams and external stakeholders to source and produce compelling video content that highlights the work of the IPC, Para sports, major events, athletes, and the impact of the Paralympic Movement.
- Creating videos to feed IPC digital channels.
- Collaborating with the wider IPC Content team to develop new concepts and ideas for video content that resonates with digital audiences and delivers the IPC's Strategic Plan.
- Uploading and managing video assets on IPC's YouTube channel, creating thumbnails, titles and description and ensuring SEO optimisation.
- Efficiently managing and organising all filmed footage, ensuring the inventory is consistently updated and easily accessible.
- Ensuring all video content adheres to IPC branding and tone of voice guidelines.
- Coordinating with video editors, freelance videographers, and production agencies to ensure high-quality video output.

CORE REQUIREMENTS

- Bachelor's degree in film production, digital media, communications, or a relevant field.
- Demonstrated talent for producing engaging video content, with a strong understanding of social media language and maintaining consistent, compelling storytelling.
- Proven experience in video production and coordination, including working with video editing tools (Adobe Premiere, Adobe After Effects and Adobe Photoshop).
- Strong organisational and project management skills, with the ability to manage multiple tasks simultaneously and meet deadlines.
- Excellent communication skills in English, both written and verbal (additional language is a plus).

- Familiarity with video formats, codecs, and compression techniques for online platforms.
- Experience with video optimisation and channel management on YouTube.
- A team player with a proactive attitude, who is committed to the IPC's organisational values, and is eager to innovate and contribute to the growth of IPC's video content strategy.
- Basic knowledge of SEO and video analytics is an advantage.
- Flexibility and ability to travel if needed.

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.

For this position, we will review applications and interview candidates on a rolling basis.

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 at www.paralympic.org.

We look forward to your application!