

Vacancy:

Public Relations and Social Media Assistant (f/m/x)

The Agitos Foundation is the leading global organisation developing sport activities for people with an impairment as a tool for changing lives and contributing to an inclusive society. Taking its name from the Paralympic Symbol (the Agitos – meaning “I move” in Latin), the Agitos Foundation was created by the International Paralympic Committee (IPC) to fulfil its strategic goal in terms of development and education. The Agitos Foundation acts as a catalyst for change, supporting the implementation of the United Nations Convention on the Rights of Persons with Disabilities through the impact of sport and physical activity.

The Agitos Foundation offers the position as part-time (mini-job contract, 10-12 hours/week)

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in a multi-cultural, international environment in an energetic team at the Headquarters in **Bonn, Germany**, starting as soon as possible.

These will be your **responsibilities and key tasks**:

- Support the implementation of content plans and campaigns across multiple digital channels
- Develop and implement influencer outreach
- Research and identify social trends and conversations relevant to our community
- Support the Social Media Intern with guidelines to comments and feedback to our community on our social media channels
- Keep abreast of the latest digital media developments and contribute accordingly to the strategic direction of Agitos Foundation digital media
- Support in email marketing, video campaigns and other relevant projects
- Support the editorial activities of our website and other relevant materials when requested

The position will **report** to the Public Relations and Social Media Manager.



These are our **requirements**:

- Have a university degree in a relevant field
- Have a keen interest in as well as good knowledge and experience with social media platforms like YouTube, Facebook, Instagram, Twitter and LinkedIn
- Have a good knowledge and interest of sport
- Have first-rate planning and organisational skills
- Be creative, a quick learner and able to work to tight deadlines
- Have fluent verbal and written command of English (knowledge of other languages is an advantage, particularly Spanish)
- Excellent knowledge of Microsoft Office (Word, Excel, PowerPoint and Outlook)
- A passion and commitment to work for an international organisation that is committed to bringing about profound social change

Would you like to **apply**?

If you are interested and your qualifications meet our requirements, please send your CV and cover letter in English as pdf file via e-mail to Alexandra.Schnurr@paralympic.org (IPC Human Resources Senior Manager). Please state the earliest possible starting date. The deadline for submissions is 08 July 2018.

We especially encourage individuals with impairments to apply.

If you have any further questions, do not hesitate to contact us or see detailed information on the Agitos Foundation and the Paralympic Movement on our websites

www.paralympic.org/agitos-foundation and www.paralympic.org.

We are looking forward to your application!