

Communications Manager

Our organisation

JA Europe (www.jaeurope.org) is Europe's largest provider of entrepreneurship education programmes, reaching 4.2 million students in 40 countries in 2018-2019. Funded by businesses, institutions, foundations and individuals, JA Europe brings the public and private sectors together to provide young people in primary and secondary schools and early university with experiences that promote the skills, understanding and perspective that they will need to succeed in a global economy.

The position

Full-time position – based in Brussels

We are looking for an enthusiastic person to join the Communications Team.

The role involves both internal and external communication tasks such as planning, producing and publishing content for the JA Europe websites, social media channels (Twitter, Facebook and LinkedIn), monitoring and reporting back on online campaigns, development of publications and communications planning.

The Communications Manager will report to the Head of Policy & Communications.

This is a mid-level position. Compensation will be commensurate with experience and qualifications. JA Europe is an equal opportunity employer.

The responsibilities (non-exhaustive)

- Produce content for the websites and social media channels, including visual elements
- Assist in curating the visual image of the JA Europe brand
- Be responsible for sub-editing and layout of JA Europe publications
- Update websites content
- Edit blogs and develop content for JA Europe newsletters
- Support website and online tool development
- Monitor and analyse JA Europe's online outreach

The candidate

- A “can-do” approach to life and the ability to produce work to high standard, including attention to detail
- Advanced university degree (Master's degree or equivalent) in communications, marketing or a related field
- 3-5 years of professional communications experience preferably working for an international organisation
- Knowledge of publishing principles and basics of publication design
- Proficiency in the use of Adobe Creative Suite (InDesign, Photoshop, Illustrator)

- Experience in web editing and knowledge of Content Management Systems, knowledge of different social media channels, community management and online analysis tools
- A strong storyteller who can develop powerful messages
- An advocate for clear language
- Experience in strategic and operational communication
- A strong team player with good interpersonal skills, including a dynamic and flexible attitude, and cultural sensitivity
- Initiative and creative flare
- Capacity to deal with conflicting priorities, work under pressure and to deliver for deadlines
- Fluency in English (oral and written) with an ability to use at least one other European language

The application

Interested? Please submit your CV and a letter of motivation to JA Europe to Sophie@jaeurope.org with the subject title “Application Communications Manager – NAME SURNAME”.

Deadline: 3 January 2020

The interviews for the position will take place in Brussels in January 2020.