

International Communications Consultant Position at ECMI

The European Centre for Minority Issues (ECMI) invites applications for a consultant position as international communications officer. We are looking for someone to help us raise our online presence and relations with international media as well as help us ensure our communication is of a high quality and makes an impact. ECMI is committed to working for the improvement of the situation of Europe's national and ethnic autochthonous minorities through heightened awareness of minority rights and minority issues among all relevant actors.

Responsibilities

The consultant will be in charge of disseminating in English about our work and activities to our international network and partners, stakeholders as well as our followers. This is currently done through our InfoChannel and digital media taking direction from our mandate and mission. S/he will incorporate dissemination about activities at our regional offices in Georgia and Kosovo as well as organize dissemination from our Eastern Partnership Programme and other trans-regional projects. In addition, s/he will be in charge of our annual organizational publications in cooperation with local service contractors and the ECMI Secretariat. S/he will work with individual researchers developing their research results into communication outputs, and s/he will tail our project staff in the field disseminating about selected activities and cooperation with partners. The communications officer will participate in revising our current communications strategy, adjusting it to new activities in our work and new trends in communication. S/he will cooperate with our local/national communications consultant on cross-fertilization of events and news. Occasionally, s/he will be asked to provide advice on specific communication strategies for projects. The consultant will be required to travel throughout continental Europe. S/he reports to the ECMI Director.

Skills / Knowledge

Candidates are required to document a degree in journalism or media-related studies with some social science knowledge as well as work experience from media-related positions. S/he has an excellent understanding of communications, web, publications and media strategies and a good understanding of project management in relation to online and print production processes and systems. S/he has knowledge of international print and broadcast media. Experience of working internationally and in a cross-cultural environment is required. S/he has a track record of managing information flows as well as producing and managing web content. Experience with international media strategizing is an asset. Prior knowledge from the field of minority issues and the European minority rights regime is desired. Proficiency of English is a must, a good knowledge of Russian an asset. Residence in Flensburg is not a requirement.

The successful candidate is a flexible person, who is able to handle a complex and varied workload against internal and external deadlines across the organization; who has the capacity to listen actively to people from varying backgrounds and with a range of political, cultural, and value orientations, to understand their point of view, and to respond both clearly and sensitively; who has the ability to make decisions efficiently and to know when to consult; who has the ability to inspire, educate and motivate colleagues on communication issues; who is willing to adapt to changing priorities and to be self-servicing, with a proven ability to work as part of a team as well as independently; who will be willing to discuss and resolve problems with colleagues and partners as they arise and in a constructive and open manner; who will work irregular hours on occasions and travel internationally and most of all who has sympathy with and commitment to ECMI's mission, values and working methods.

A consultant contract for initially 12 months is offered. The ECMI is a German-Danish intergovernmental foundation under private German law which governs the contract conditions. ECMI

is an equal opportunities institution and strives to achieve parity between women and men thus explicitly welcoming applications from women as well as from candidates of any social, racial or ethnic background. ECMI is a non-smoking environment.

About us

ECMI is an international cross-disciplinary and multi-disciplinary research and competence institution working directly with governments, civil society and international organisations in Europe. ECMI aims to provide governments and the public debate with relevant information and analysis as well as to influence the European agenda-setting in the area of minority politics. In collaboration with our field offices in Georgia and Kosovo and in co-operation with academic institutions, ECMI conducts applied research, training and advisory services in the area of minority-majority relations. ECMI also co-operates with local universities and ECMI research staff teaches relevant courses. See further www.ecmi.de.

We offer an international and multilingual working environment with varied tasks and opportunities for travel. Our management structure is flat with a high degree of independence in staff positions and opportunity to influence the work of the institution. We value openness, dialogue and team-spirit and focus on excellence, flexibility and mutual respect. ECMI is located in Flensburg, at the German-Danish border (www.flensburg.de).

Dates / Contact

Interested applicants are asked to submit a CV and any relevant material to document their knowledge and experience. Application material should be marked “International Communications Consultant”. It may be sent electronically to Ms. Maj-Britt Risbjerg Hansen (Hansen@ecmi.de) no later than 10.10.2014. Short-listed candidates may be invited for interviews.