



## Job Offer

JUGEND für Europa is part of IJAB - International Youth Service of the Federal Republic of Germany. As the National Agency for the EU programmes *Erasmus+ Youth* and the *European Solidarity Corps*, we offer young people manifold possibilities to learn in Europe, to commit themselves to Europe, to implement European projects and to help shape Europe. We offer youth workers and political stakeholders possibilities to initiate European actions, to network and to contribute to the further development of youth work and youth policy. Our aim is to convey the idea of a social Europe, to shape a Europe of solidarity and to make Europe equally accessible to all young people.

JUGEND für Europa hosts the SALTO Training and Cooperation Resource Centre, which develops and implements the [European Training Strategy](#) and the [Youthpass Strategy](#) on behalf of the European Commission. We stand for quality and sustainability in European youth work, for its wider recognition and for strengthening its learning dimension. We develop concepts, tools, and resources, as well as implement and support various initiatives, activities and strategic projects for the quality and development of European youth work.

To support the SALTO Training and Cooperation Resource Centre, we are seeking to employ, as soon as possible, a

### Public Relations Officer (m/f/d)

As the Public Relations Officer, you will work together with the colleagues in the SALTO Resource Centre and the public relations team of JUGEND für Europa to develop strategies and realise measures for information, communication, and promotion of the Resource Centre, the European Training Strategy, and the Youthpass Strategy within the European youth work community of practice.

#### Your contribution will include:

- Development of a strategic communication framework of the SALTO Resource Centre and its strategies,
- Implementation of a yearly communication plan,
- Publication of tailored promotion and support materials,
- Social media management,
- Editorial work for news in the SALTO network newsletter and in other communication channels,
- Outreach in specialised media in the youth field,
- Organisation of the communication work within the SALTO Training and Cooperation Resource Centre,
- Coordination with the public relations team of JUGEND für Europa,
- Cooperation within the SALTO-YOUTH network on communication-related matters.

#### Your skills:

- At least an undergraduate degree in a relevant discipline, or comparable job experience,
- Work experience in communications or in public relations,
- Work experience with social media channels including Facebook, Instagram, LinkedIn, etc.,
- Very good understanding of best practices in communications, public relations and marketing,

- Comprehensive knowledge of or experience with European programmes, youth policy and youth work in Europe,
- Very good strategic, conceptual and analytical competences, organisational and administrative skills,
- Excellent communication competences and writing skills in English, at least basic skills in German,
- Proactive approach, capacity to work independently and with others, flexibility, curiosity, excellent time management skills,
- Motivation and competences to work internationally, willingness to go on missions on a regular basis,
- Skills to work with software that is needed for implementing public relations tasks, like those for graphic design.

**We offer:**

- A permanent contract;
- A full-time position, remunerated according to the salary group 11 of the Collective Agreement for the German public service (TVöD Bund);
- The possibility for an additional corporate pension provision and for a reduced public transport ticket (Jobticket);
- Flexible working time system that supports individual responsibility for the tasks that will be shaped by personal commitment and creativity;
- Work in a European context, in a committed team and a dynamic organisation with an open communication culture.

IJAB and JUGEND für Europa are acting on behalf of the Federal Ministry for Family Affairs, Senior Citizens, Women and Youth (BMFSFJ) and the European Commission. More information about JUGEND für Europa on [www.jugendfuereuropa.de](http://www.jugendfuereuropa.de) and on SALTO on [www.salto-youth.net](http://www.salto-youth.net).

To apply, please send your application by 12.12.2021 to our legal entity IJAB – International Youth Service of the Federal Republic of Germany, by e-mail to [bewerbung@ijab.de](mailto:bewerbung@ijab.de) or Godesberger Allee 142-148, 53175 Bonn. Your application should be formulated in English and include at least your curriculum vitae or a clear overview of your professional development path and experiences, and a motivation letter. Additional creative forms of presentation are possible.

**Please note that we will not give intermediate information about the process of your application, and cannot return the submitted documents. You can therefore abstain from complex application portfolios. The end of the call will be published on our website [www.ijab.de](http://www.ijab.de).**