

Hiring: PATRIR Communications Manager

PATRIR is looking for an incredible candidate to join our team as a **Communications Manager**. You will be working with an amazing, highly dedicated team of colleagues from across Europe and internationally. The position requires someone with key skills as a **communicator** able to engage stakeholders and communities including through in-person and social media communication; a **collaborator** able to work well with stakeholders including civil society partners, local authorities, and institutions and to support and develop relations with stakeholders and partners; **highly motivated and reliable individual**.

Additional skills which would be highly attractive include: the ability to develop toolkits, handbooks, and practical 'hands-on' materials that can support civic engagement and capacity building programs; skills and knowledge in video editing, production, and design; a passion for program development and supporting the continued growth and quality of the Institute's work; a passion for research, writing and knowledge development.

We are looking for someone who wants to be part of a growing team, and who will invest together with others to ensure the growth and success of our projects and campaigns, and – most important of all – tangible and real impact and benefit on the community.

Some of the key issues we're engaging with are: empowering civic engagement and participation; challenging polarisation and community and social divisions – including radicalization and extremism; strengthening multi-stakeholder partnerships and collaboration across sectors – including civil society, local authorities, businesses, and more.

At PATRIR we are a dynamic, creative, and innovative team. We have created a workspace that respects and empowers everyone in the team – inviting ideas, contributions, and initiative and actively supporting professional and personal development and growth. In 2011 PATRIR was awarded the World Vision International Peace Prize. In 2017 it won the Luxembourg International Peace Prize for Outstanding Organisation. We are looking for someone who wants to engage constructively to make a real and positive change in Romania, in Europe, and in the world.

If you feel you are that person, if you would love to take up this work and bring the full breadth of your knowledge, passion, and ability to it, please see the full job description below and apply by sending a CV, Letter of Motivation, and 2 reference letters at recruitment@patrir.eu - with the subject "Application: Communications Manager - PATRIR" - by April 12, 2022

We also want to make sure the position is right for you – and something that will help you thrive and contribute to and be part of work you value, love, and enjoy while supporting you in continuing growth and professional and skills development. If you have questions relevant to the position and your possible onboarding with the Institute please let us know by writing to recruitment@patrir.eu.

Position	Communications Manager
Location	Cluj-Napoca, Romania. Applicants must already have the right to work in the EU and the ability to relocate to Cluj-Napoca, Romania within days / 1 - 2 weeks maximum.
Language Requirements	Romanian and English Fluency is required. Knowledge of another language would be an excellent addition.
Duration	Initial contract duration for 1 year with the possibility of extension. This position will most likely be planned for a 2 year+ duration with an opportunity for further renewal.
Deadline to Apply	April 12, 2022
Starting Date	Depends upon the recruitment process. We would like to bring the position on by end of April.
Salary Range	The salary range is from Euros 800 - 1100 per month net (after taxes) depending upon qualifications and experience.
Application procedure	Apply by sending a CV, Letter of Motivation, and 2 reference letters at recruitment@patrir.eu - with the subject "Application: Communications Manager – PATRIR" – by April 12, 2022

MAIN RESPONSIBILITIES

Managing communications by developing and implementing communications strategies and campaigns, including proactive social media campaigning and outreach, public relations, and media communications, creating multimedia content and branded visual materials.

Assist/lead on stakeholder communications for major projects and events and oversee project-wide communication strategy in cooperation with the Project Managers and their teams.

Play a key role in a dynamic and evolving situation to ensure effective communications from PATRIR to our primary stakeholder communities.

QUALIFICATIONS AND REQUIREMENTS

The ideal candidate will possess most or all the following key qualifications and requirements:

- Master's degree (or in some cases Bachelor's if the individual can show exceptional motivation) in a related field (Communication, Journalism, Marketing etc.)
- Experience in strategic planning, programme planning, and development
- **Strong skills for communication** including excellent oral communication, written, and fluency with social media platforms, and the ability to craft messages to achieve impact and reach audiences
- **Strong skills in social media & other media platforms management:** Facebook (managing and growing several pages + knowledge in Facebook ads), Instagram, Twitter, YouTube, website editing/updating (WordPress)
- **Good knowledge of Canva or other editing & design programs**
- **Ability to publicize events and other engagements, and spread our work** as far and wide as possible, using all channels at your disposal
- **Ability to manage Media & Press Relations**, develop a network or have a network of existing relations with media, and craft excellent Press Releases and Media Briefings.
- Detail-oriented, organized, and self-motivated.
- Strong time-management, planning, and organizational skills.
- Ability to work in sometimes high-paced contexts and resilience to stress and crisis situations. You will be working in a team that places a strong emphasis on wellbeing, team care, and support, but in a wartime/humanitarian crisis which sometimes requires being able to work under challenging situations.
- Excellent interpersonal skills including the ability to liaise and communicate with colleagues at all levels of seniority and from different cultures.
- A commitment to quality in your work

Exceptional and highly motivated candidates who may not fully meet all of these requirements but who can show how they would excel in this position are encouraged to apply.

WORK ENVIRONMENT

You will be joining a highly dedicated and committed team of professionals with diverse backgrounds and experiences; as well as working closely with local, national, and international partners, government and inter-governmental organizations, and volunteers and interns.

CARE & WELL-BEING

Care and Well-being for staff are also central to our work and work ethos. We place a high priority on ensuring well-being and support

Most importantly: work at PATRIR combines *passion* with *professionalism* for a *purpose*. We want someone who will be excited to be part of this purpose, and, through your own character, skills, experience, and innovation, help us to develop it further.