



Deutscher Akademischer Austauschdienst
German Academic Exchange Service



Job Announcement: Communications Officer (full-time)

The German Center for Research and Innovation San Francisco (DWIH) is currently seeking a well-organized and team-oriented person to join us as a **Communications Officer** for our newly established branch. This is an in-house position with the possibility of working remotely.

The initial contract will be issued for one year with the possibility of renewal.

The Communications Officer will work closely with the Executive Director and Program Officer of DWIH and will be responsible for various science communication, marketing, and outreach functions. This includes managing the DWIH SF brand, overseeing its communications platforms across web, social, and email marketing, and creating content.

Requirements:

- English and German fluency
- Several years of professional experience in communications, journalism, public relations and/or marketing
- Professional experience with social media (including Linked-In and Twitter)
- Outstanding communications skills (oral, written, interpersonal)
- Self-motivated, organized, exceptional time management, and a strong work ethic
- Strong computer skills, including extensive knowledge of Microsoft Office Suite, familiarity with Adobe Creative Suite, particularly Photoshop, experience with web content management systems, Wordpress, and CRM systems preferred
- Interest in science and research institutions in Germany and the U.S.

Salary range: \$63k-66k during the first six months, \$70k-74k after that. Regular salary adjustments, 401k, health insurance, paid vacation and sick leave.

Application deadline: Applications are accepted until the position is filled.

DWIH's primary goals include:

- Presenting Germany to the North American market as a land of research and innovation
- Enhancing the dialogue between academia and industry
- Creating a forum for the initiation and enhancement of transatlantic research projects
- Providing an information platform for the German research and innovation landscape

Please e-mail your resume and cover letter with the subject line "Communications Officer DWIH" to:

Dr. Zahar Barth-Manzoori at Barth-Manzoori@daad.de.