

FALLING WALLS FOUNDATION

The Falling Walls Foundation is a not-for-profit organisation based in Berlin. Drawing on the historical event of the fall of the Berlin wall in 1989, the focus of our work lies on the key question: **“Which are the next walls to fall in science and society?”** We create conferences, events and exchange platforms for discussing future breakthroughs in science and new tendencies in society and connect forward-thinking people from science, business, policy and culture to tackle the most pressing global challenges.

We are looking for a highly pro-active person who is ready to take on a challenge: support our Communications Team in setting up a fresh overall communications strategy and a new social media strategy building on our existing channels, high-quality content, brand and outstanding international partner network (Scientific American, Nature, Wired etc.) The challenge we offer requires strategic thinking, experimenting with creative campaigns and new formats. Ultimately, our goal is to open up the extraordinary experience of the Falling Walls events and community for our digital audiences.

Communications Assistant, Social Media Specialist (m/f) full-time (40h/week)

We would like you to support us with the following tasks:

- support building, executing and evaluating our overall communications strategy, including overhauling our social media strategy
- draft and edit communications copy (e. g. press releases, publications, presentations, newsletters) and web content
- expand and regularly update databases and media lists
- support the Communications Team in operational and administrative tasks
- create, curate, and manage content for all Falling Walls accounts on social networks - Facebook, Twitter, Instagram, Youtube, Vimeo, Livestream and LinkedIn - in close collaboration with the Falling Walls Communications Team
- cover the Falling Walls events on social media and coordinate external bloggers
- develop and expand our digital communities through active engagement increase traffic and visibility of the Falling Walls Fragments blog
- monitor and evaluate all Falling Walls social and other digital media accounts

We are looking for an individual with strong communication skills and the following qualifications:

- excellent creative writing and editing skills in English and German
- university degree in communication studies, digital media or a related field and/or at least 2 years of communications/creative/digital agency background
- pro-active, independent and goal-oriented working method
- in-depth knowledge and understanding of social media platforms and audiences, and how each platform can be deployed in different scenarios
- meme-fluent advanced – or in an ideal case, power – user of Adobe creative tools combined with digital content creation and management software as well as macOS and MS Office
- plus: you have gathered experience in science communication and are acquainted with the international science scene

If interested, please send your application in English or German to apply@falling-walls.com by 21 January 2018 including:

- your CV and a letter of intent
- your salary expectations based on the German TVöD (public sector wage system)
- project references or a portfolio highlighting at least three online campaigns or other digital activities you are exceptionally proud of

When submitting your application please mention: **Comms support__ Your Name** in the subject line.