

Position: Communication department support.

Publish date: April, 5th 2024

Ref. 2024/53

Area: Management

Head of the Area: Jaume Marfà Sánchez

Group: Communication

Head of Group: Jaume Marfà

We are looking for a candidate to join Communication Department at IREC as a Communication/ marketing professional. IREC offers to fill the job for 1 year to join the Communication department. This will include defining and implementing the centre's communication strategy in order to contribute to achieving IREC'S strategic objectives, and tasks such as : definition, implementation and monitoring of the Communication Plan and Style Manual, Corporate Image management, Web Content Management, elaboration of the Newsletter, designing corporate material, organization of events, production of audiovisual contents, e-mailing campaign, implementation of CERCA logos among others.

Requirements:

Essential:

- Communication, Marketing or Journalism degree
- 18 months of experience in a similar role, preferably in a research environment
- Excellent written and verbal communication skills in Catalan, Spanish and English
- Knowledge and experience in the production and development of audiovisual content
- Experience in web content management and SEO and platforms such as Mailchimp.

Advantageous:

- Interest in the fields of science, technology, and sustainability
- Organization skills and ability to manage several projects simultaneously.

Personal Skills:

- Self-motivated and open-minded
- Good communication skills
- Team Worker and result-oriented person

What We Offer:

Salaries will be paid in accordance with the IREC's salary policy, depending on the candidate's qualification and professional experience.

Temporary Contract for at least 1 year, with possible future continuity.

Send applications by email directly to ftorregrosa@irec.cat and irecjobs@irec.cat indicate **Communication Department Support** (Ref. 2024/53) in the subject including:

- A motivation letter with reasons for applying, relevant experience, qualifications and value proposition related to the vacancy
- Curriculum vitae with personal, academic and professional data.