



EFDN

European
Football for
Development
Network

Job Description

Job Title: Communication Support Officer (internship)

Rate of Pay: Full-time / 40 Hours / Internship fee

Accountable to: Marketing & Communications Manager

Are you interested in football and have a passion for social change and sustainability, then we are looking for you. A Communication Support Officer that will assist the EFDN team in the day-to-day communication with our Network members and all related brand operations.

EFDN

The European Football for Development Network (EFDN) consists of more than 45 professional football clubs that are not only committed to their social responsibilities, but have the passion to cooperate and engage on a European Level.

Key Responsibilities

- Supporting the communication services for network members and maintain our contact database
- Creating marketing campaigns for EFDN programmes and events
- Generating content for the website
- Maintaining the EFDN Online Learning Platform
- Developing EFDN presentations, brochures, project reports and other publications
- Supporting communication with internal and external stakeholders
- Maintaining the social media channels
- Supporting events/exhibitions/networking events – including round table discussions, seminars and conferences
- Preparing scripts for and participate in the production of videos for publication
- Distributing email marketing campaigns
- Conducting research in the field of CSR in football

Education and qualification:

- Currently enrolled in either a BS/MS program at a university within the EU

Personal Attributes

- Is enthusiastic and professional
- Strong research and writing skills
- Interest in topics such as sport, sustainability and CSR
- Is a charismatic individual, who brings life and energy to the organisation
- Is innovative and able to convert difficulties into success
- A student centred approach to learning
- Punctuality and reliability
- Has passion for helping young people achieve and raising aspirations.



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Experience

- 3rd/4th year student within Communication, Marketing or other related field
- Fluency in English, with excellent verbal and written communication skills

Equal Opportunities and Harassment

Ensure understanding, awareness and compliance with the Company's Equal Opportunities and Harassment Policies.

Hours of Work

The employee is required to work 40 hours based on a working week of Monday to Friday and some weekends

Application

Please send your CV and Cover letter to Hubert Rovers by sending an e-mail to jobs@efdn.org.