

DEADLINE EXTENDED

Junior Digital Media Producer / Junior Programme Officer (100% – temporary 6 month contract – with possibility to extend)

About the Geneva Centre for Security Policy (GCSP)

The [Geneva Centre for Security Policy \(GCSP\)](#) is an international foundation with 46 member states from across the globe. It has a longstanding reputation for providing forward-thinking and innovative solutions for policymakers concerned with international affairs and security in today's complex, globalised world. Every year, the GCSP trains some 800 government officials, diplomats, military officers, international civil servants, NGO staff and representatives from the private sector.

The Position

The Junior Digital Media Producer / Junior Programme Officer will be based in the premises of the GCSP in the [Maison de la paix](#) in Geneva. She/he will develop and manage GCSP's new in-house multimedia platform, called "GCSP Global Insight". The online platform will cover timely news and in-depth analyses generated by GCSP staff and its network of affiliated experts. The position will be part of a new institutional partnership between the GCSP and Medi@LAB-Genève at the University of Geneva.

In particular, the Junior Digital Media Producer / Junior Programme Officer will:

- Participate in designing a new multimedia platform that will provide readers with up to date information on current issues related to leadership and strategy in foreign and security policy, emerging international security challenges, security in selected geographic regions, and geopolitics;
- Contribute to the development of text, audio and visual content from concept to delivery, including video interviews, editorials, policy papers and case studies;
- Compile photo galleries and create infographics;
- Disseminate content via social media (Twitter, Facebook, LinkedIn), and promote the new platform;
- Upload new materials and monitor readers interactions;
- Liaise with GCSP staff members, especially the External Relations and Communications Department, to develop a cohesive content strategy in accordance with GCSP's brand and editorial policy.

Requirements

We are seeking a candidate with a passion for digital communications and new technologies, ideally with previous journalistic and/or editorial experience in web, social media and/or print content development. This is an interesting opportunity for the right candidate to start their career in digital journalism as part of an innovative and dynamic team and in an internationally renowned organization.

We are looking for an individual with the following profile:

- Currently enrolled in/or recently graduated student from Medi@LAB-Genève at the University of Geneva;
- Excellent drafting and editorial skills (writing, picture research, editing, sub-editing and proofing);
- Experience with producing text, audio and visual content for multimedia platforms;
- Knowledge of web content management;
- Full proficiency in spoken and written English with an excellent command of French;
- Interest in international affairs with an ability to sense a good story, intellectual curiosity and an innovative mindset.

How to Apply

Please send your application (CV and motivation letter) to human.resources@gcsp.ch.

The deadline for applications is Wednesday, 20 May 2015.

In case you have any questions please do not hesitate to contact Ms Alexandra Rohde (022 730 96 16 or a.rohde@gcsp.ch).

The successful candidate will be expected to take up the position **as soon as possible (in May 2015)**.

The GCSP is committed to diversity and inclusion within its workforce, and encourages applications of qualified female and male candidates from all national, religious, ethnic and social backgrounds.