

International Office, **Team Design & Multimedia:**

Multimedia Coordinator (f/m)

Location: Vienna/Austria

Tasks and Responsibilities:

- Advise on content, storyline and technical criteria for video productions
- Video editing and technical support
- Identify, develop and manage multimedia content
- Oversee and coordinate visual material and creatively manage video sharing on social channels including YouTube and Facebook to optimise views and shares
- Maintain a global audio-visual database (DAM system), providing user support and ensuring that content meets quality standards
- Source relevant material on behalf of main clients
- Incorporate new technologies to enhance digital communications

Requirements:

- Bachelor´s degree with a focus on Media, Film, Visual Art, Multimedia or related field
- Proven and demonstrable experience in video content production
- Strong planning and organisational skills, including ability to identify components of a project and resources needed to complete it; deadline-oriented.
- Understanding of new technologies, key drivers, and trends in digital
- Skilled and experienced with Adobe Creative Suite; Final Cut desirable
- Excellent command of verbal and written English; German would be an asset
- Able to work independently with a minimal supervision
- Strong interpersonal skills and intercultural understanding
- Team player with demonstrated ability to work in a collaborative and team-oriented environment
- Knowledge of NGOs would be an advantage

We offer:

- Diverse, creative and challenging tasks in an international working environment
- Opportunities for further training
- A minimum annual gross salary of € 33.600 (on a full-time basis). Actual salary will depend on qualifications and professional experience.

If you are interested in this position, please send your detailed e-mail application (motivation letter, CV, working samples) **by 20 March at the latest** to personal@sos-kd.org, SOS-Children's Villages International, Human Resources, 6020 Innsbruck/Austria, www.sos-childrensvillages.org