

POSITION:
COMMUNICATIONS MANAGER
(m|f|d)
REF-NO.:
2024 | FCA | COMMS MGR
LOCATION:
Remote – Work from home

FUTURE CLEANTECH ARCHITECTS

Future Cleantech Architects (FCA) is a non-profit climate innovation think tank, located in Remscheid, Germany. We exist to close the remaining innovation gaps to reach net-zero emissions by 2050. FCA accelerates innovation in critical industries where sustainable solutions are still in very early stages. Moreover, we urge policymakers to intensify and better prioritize their R&D activities.

COMMUNICATIONS MANAGER (m|f|d)

RESPONSIBILITIES

As Communications Manager, the successful candidate will work closely with FCA's Management and Communications Officer, developing and executing effective communication strategies and ensuring consistent messaging across all channels. The ideal candidate will be responsible for managing and enhancing our public image and therefore requires strong writing skills, media relations expertise, and a strategic mindset. The responsibilities include the following tasks:

- ▶ Develop and implement comprehensive PR and communication strategies in alignment with FCA's activities.
- ▶ Create, edit, and distribute press releases, media kits, and other PR materials.
- ▶ Build and maintain relationships with key media contacts, influencers, and industry stakeholders.
- ▶ Coordinate and execute press conferences and briefings and supervise press and media representatives during FCA events.
- ▶ Work on FCA publications and develop partnerships, communicate with key FCA stakeholders.
- ▶ Execute communications activity according to a mid-term milestone planning on an ad-hoc basis: run press communication and react to daily developments by drafting communication for immediate release.

REQUIRED QUALIFICATIONS | EXPERTISE

- ▶ Bachelor's degree or equivalent in communications, public relations, journalism, business administration, economics, or other related fields to the post.
- ▶ At least five years of progressively relevant work experience in public relations, communications, or a similar role at national and international levels, proven experience in international cooperation and multi-national work.
- ▶ Experience in understanding and communicating ambitious technological concepts to a varied audience.
- ▶ Excellent command of English, both oral and written, strong ability to establish priorities and work to tight timelines within a fast-paced environment.
- ▶ Professionalism, with the ability to work under minimal supervision with a high level of resilience, ability to communicate clearly and efficiently with high-level stakeholders.
- ▶ Excellent knowledge of Microsoft tools and basic database systems. Proficiency in basic graphic design skills is a plus.

REMUNERATION

FCA offers a competitive salary at level commensurate to the level of experience and allowances including post adjustment.

PART-TIME SUITABILITY | WORK FROM HOME

The position is suitable for part-time solutions and allows for predominantly working from home.

DURATION OF CONTRACT | STARTING DATE

The position can be filled for two years with the intention to prolong the contract thereafter. Starting date would be ASAP.

APPLICATIONS

Candidates are kindly asked to send in their complete applications, including a CV, cover letter, and examples of previous work, in digital form to HR@fcarchitects.org.



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