



AID TO THE CHURCH IN NEED INTERNATIONAL (ACN)

is a pastoral Charity of the Catholic Church, which supports Christians wherever they are persecuted, oppressed or in pastoral need. Funded exclusively by private donations, ACN supports over 5,000 projects annually in more than 140 countries with a budget of around 80 million Euros.

ACN is also a pontifical foundation, directly answerable to the Holy Father and has 23 national offices engaged in fundraising in Europe, North and South America, Asia and Australia. Our International Headquarters are in Königstein, near **Frankfurt am Main, Germany**.

We are currently looking for an

ASSISTANT AT THE DIGITAL TEAM (FULL TIME)

Your duties

As member of the digital team, you will support the work of the ACN International's Communications Department, which creates and delivers the materials our offices need to carry out their communication and fundraising activities. You will also support ACN International's own digital communication work, which will involve the maintenance of its website and social media channels with a strong focus on the development of its SEO strategy.

Part of your responsibilities will include the maintenance of the website, the implementation of the social media publishing calendar, monitoring of the activity of ACN International's digital channels and regular reporting on it, and provide technical support to the rest of the team as it may be necessary.

You will also help the digital team foster and maintain close contact with our 23 national offices. You are expected to support the work of the communications department of ACN International as different needs arise, therefore flexibility and willingness to learn are strongly desirable.

Our requirements

You will be a university graduate or have an equivalent education in communications, marketing, or a related field. You are fluent in spoken and written English and may have a basic knowledge of German. Additional foreign language skills would be an advantage.

We expect strong knowledge and experience of SEO that can be supported by previous working experience, as well as of WordPress, Google and Facebook analytics. Previous experience working with Adobe Creative Cloud – especially Photoshop and Premiere – would be an advantage.

As member of the Communications Department in ACN international's headquarters you enjoy working in an international and multilingual team. A sound knowledge of the Catholic faith and a methodically way of working are assumed as a matter of course. As a Catholic Charity, we wish our employees to identify with the Catholic faith and values.

Why work with us?

Do you feel called to a meaningful career, a fulfilling and worthwhile activity for which you would enjoy coming into the office every morning? A mission in your life, in which your personal commitment and professional skills can directly support Christians and help to change their lives? And above all one to which your Catholic faith is central and through which you can live this faith in your professional life? Then perhaps you are the person we are looking for!

What else we can offer you

We offer an appropriate salary in accordance with the pay scale of the German Caritas Association (AVR), plus the usual social benefits relating to Church-based charities in Germany, Christmas bonuses and holiday pay, with flexible working hours.

You will also have ample opportunity to nurture your spiritual life, especially by sharing, should you wish to do so, in the daily celebration of Holy Mass in our own house chapel and the occasional spiritual retreat.

Please send your application letter and CV to

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