



**Institute for  
Water Education  
under the auspices  
of UNESCO**

**IHE Delft Institute for Water Education**, the world's largest international graduate water education facility, works to strengthen water sector capacity to contribute to a world free of poverty and injustice, in which people manage their water and environmental resources sustainably and equitably.

More than 120 of IHE Delft's 200 staff members are academics from all over the world. About 250 guest lecturers from global academia and industry contribute to the Institute's educational programmes. Each year, 750 international professionals, including about 200 MSc students, attend courses at IHE Delft. Our working language is English, and we promote a healthy work-life balance through measures that include support to staff who want to work part of their time from home.

IHE Delft is a unique knowledge institute in the Dutch research and educational landscape that combines excellence in education and research with work to advance global sustainable development. Partnerships are integral to achieving this mission: The Institute works closely with universities, government agencies, NGOs, and private sector institutions in the Netherlands and around the world. Through research, education and institutional strengthening, Institute staff make a tangible contribution towards all Sustainable Development Goals (SDGs) in which water is key. The Communication Office is currently seeking a:

## Communication Advisor

With a focus on Social Media

38 hours per week

### Responsibilities

- Supports the Communications Manager in the areas of strategic external and internal communications, media relations, corporate reputation management, public relations, key messaging, and crisis management for the Institute;
- Contributes to the development of the Institute's communication strategy with a particular focus on social media;
- Creates (and enables colleagues to create) content, including multimedia, for the website, social, media and other communication channels for marketing and other purposes;
- Uses, and enables colleagues to use social media channels, the website, and other relevant tools for marketing and other purposes, recruiting recruit students and informing them about the Institute's work and to position the Institute as a thought leader in its field;
- Monitors the effects of social media and website communication and adapts strategies in line with findings;
- Builds the public image and maintains the corporate branding and identity, as well as monitors the reputation and positioning of the Institute, both nationally and internationally;
- Coordinates the work of junior Communication Office employees or interns, evaluates results, facilitates their work and jointly resolves problems they encounter;
- Coordinates visits to IHE Delft; supports internal communication and other duties as assigned.

## Requirements

- A Bachelor's/Master's degree in communications, public relations, marketing, liberal arts, journalism;
- For Master degree holders: Three or more years of work experience in a corporate communications role, preferably in an international working environment. For Bachelor degree holders: Five or more years of work experience;
- An in-depth interest in social media: an awareness of developments in social media tools and approaches, and an ability to act on them. Ability to create eye-catching social media, online and other content;
- Experience with CMS systems, website technology, Google Analytics, social media (management tools). Experience in working with Canva, Photoshop, InDesign and other tools is a plus;
- Excellent communication (verbal and written), presentation and interpersonal skills;
- Strong analytical and problem-solving skills;
- Ability to work independently and in diverse teams; Contributes to a creative atmosphere;
- Familiarity with climate and water-related matters, including sustainable development, is a plus;
- Strong organizational and time-management skills and the ability to manage multiple tasks at once;
- Strong team orientation, customer focus, and the ability to thrive in a fast-paced, results-oriented environment;
- Very strong English speaker with excellent writing and communication skills required. Basic knowledge of Dutch is an asset.

## Terms of Employment

The Scale level 10 according to the Collective Labour Agreement for Dutch Universities (VSNU).

IHE Delft offers an attractive, multiple choice employee benefits scheme, year-end bonus and generous pension scheme. We also offer 31 days' leave based on a 38 hours working week.

## Information and application

Additional information about the vacancy can be obtained from Susanna Lööf, Manager Communication Office (E: [s.loof@un-ihe.org](mailto:s.loof@un-ihe.org) / T: +31152151722).

Applications (in English), should respond specifically to the requirements, and can be sent until **13 January 2023** including curriculum vitae and motivation letter to IHE Delft, (*as one PDF file with your family name as the filename*), attn. Human Resource Management ( E: [recruitment@un-ihe.org](mailto:recruitment@un-ihe.org) ), PO Box 3015, 2601 DA Delft, The Netherlands, stating vacancy-number **22-CO-02**.

*Acquisition by staffing agencies and other 3rd parties is not appreciated.*

*By submitting your application for this vacancy, you agree with the privacy statement below:*

*The personal data you share through your application file and other means will only be used by IHE Delft for the purpose of the recruitment and selection process in order to evaluate your suitability for the vacancy for which you have applied, as well as for communication purposes related to the vacancy. IHE Delft will process your personal details in accordance with the EU General Data Protection Regulation of 25 May 2018. For more information we refer you to the privacy statement of IHE Delft: <https://www.un-ihe.org/privacy-statement>*

*Without your prior consent or other legal basis, no information will be shared with third parties. For further questions please contact our Data Protection Officer at [dpo@un-ihe.org](mailto:dpo@un-ihe.org) .*