VACANCY ANNOUNCEMENT

The Global Crop Diversity Trust is an international organization with headquarters in Bonn, Germany whose mission is to ensure the conservation and availability of crop diversity for food security worldwide. For further information about the Global Crop Diversity Trust, consult the web page at http://croptrust.org

The Global Crop Diversity Trust is seeking an outstanding candidate for the position of:

Networking and Communications Coordinator

As a member of the External Affairs team and in close cooperation with other relevant staff members, the Networking and Communications Coordinator will advance the Crop Trust’s strategic networking efforts with the public and private sector in its host country, Germany, and integrate a host-country outreach and communications campaign into Crop Trust operations. The position reports directly to the Director of External Affairs and will work under the guidance of the Head of Communications and the Strategic Partnerships Manager in relevant areas.

The candidate is responsible for:

- Building and coordinating strategic partnerships with relevant private and public sector entities in Germany;
- Developing, managing and maintaining German media contacts and relationships including German media agencies and consultants, and developing a German Crop Trust media roster;
- Contributing to the development of a strategy for networking/strategic communication with the private sector and civil society in Germany and beyond;
- Mainstreaming and integrating an outreach strategy for Germany into Crop Trust operations;
- Preparing background documents, blurbs, press releases, reports and other communication tools in German to support the Crop Trust’s outreach and engagement strategy in the country;
- Supporting crop-based fundraising efforts with the private sector;
- Supporting innovative resource mobilization efforts, primarily targeted at the private sector, civil society and German audiences;
- Representing the Crop Trust to German media partners;
- Acting as a spokesperson for the Crop Trust, primarily to German-speaking audiences;
- Perform other related duties as required.

Qualifications, Skills and Experience

- Graduate degree in international relations, politics, economics, communications or public relations;
- Minimum of 3 years’ relevant work experience (or equivalent, such as e.g. time spent on relevant activities during PhD training), preferably in an international environment;
- Proven success in running or managing public relations awareness campaigns in Germany or other German-speaking countries;
- Successful track record in advancing strategic partnership goals by expanding networks in the public and private sector;
- Private sector or Civil society organization experience is a strong plus;
- German and English required, knowledge of other languages will be an advantage.
**Terms and Conditions:** The Crop Trust offers an attractive remuneration package including a competitive salary, non-contributory retirement savings plan, medical insurance and leave provisions. This is a Professional position classified as Level 4 (level 6 being the highest). The salary range for Level 4 starts at Euro 55,000. All benefits are denominated and paid in Euros. Staff of the Global Crop Diversity Trust (including German nationals) is exempt from host country income tax. Relocation costs are covered for candidates residing outside of the Bonn/Cologne or surrounding areas. The contract duration will be for a period of 3 years, subject to a probationary period of 12 months.

**Applications:** Interested candidates should submit the following (incomplete applications will not be considered):

1. **A one-page motivation letter including summary of your qualifications and experience,** indicating how you meet the expected set of skills and competencies for the position and your drivers for applying.
2. **Your Curriculum Vitae in English** (please include your current residence address, telephone, and email address, date of birth, gender and nationality);
3. **Names and full contact details of at least three referees.**

The above items should be sent to: Christoph Beck, Director HR & Corporate Operations, Global Crop Diversity Trust, preferably by email at trustvacancy@croptrust.org

**Deadline for applications is 9 April 2021.**

Alternatively, applications can be sent by mail to the following address: Global Crop Diversity Trust, Platz der Vereinten Nationen 7, Bonn, Germany. All mailed applications must be postmarked by the above deadline. *Please quote source of advertisement.*

*The Trust is an equal opportunity employer and strives for staff diversity in gender and nationality. All applications will be acknowledged, but only short-listed candidates will be contacted*