

Vacancy Student Assistant Communications - Centre of Expertise on Global Governance

Do you love to write, to be active on social media, to be part of a professional communications team and do you have affinity for topic related to Global Governance? You can make a difference in our team!

The Centre of Expertise on Global Governance is looking for a highly motivated student to work as a Student Assistant to support our communications.

Do you have:

- Amazing text writing skills in English, perhaps even prior experience in blogging or journalism
- An antenna for emerging issues on global governance which interest students
- An eye for detail when it comes to style, lay-out and design
- Familiar with Sharepoint, Teams, iCreate, Webex
- Experience with using social media (professionally)
- Nice to have: Dutch proficiency and broad network of students

Then we are looking for you!

What is the Centre of Expertise and what do we do? We are one of THUAS's seven Centres of Expertise. Our lecturers-researchers conduct practice-oriented research relevant for education, society and the professional practice of Global Governance. The mission of the centre is to increase the understanding by students, professionals, and citizens of how global governance works in practice.

As part of this mission, we identify four goals:

- To increase practical knowledge and skills of students in the study fields relevant to global governance;
- To contribute to the professionalization of the global governance field through professional trainings and applied research;
- To improve the public visibility of and the engagement with the institutions shaping global governance by professionals, citizens and youth;
- To contribute to the development of new practical solutions to increase collaborative, inclusive, and innovative governance at international, regional, national and local levels; solutions conducive to inclusion, equal representation, accountability and legitimacy.

We are looking for a student who helps us shape the communication required to promote our research projects, (network)-activities and events of the Centre. You host (Webex) online events. Administrative tasks are recording and managing the files, folders, event calendar, processes of communication in co-operation with the team. You will be part of our Communications Team of which one other Student Assistant is member. We meet every other week as a team.

Requirements

The applicant would ideally be in his/her 4th year of studies, but highly motivated 3rd year students will be considered as well. The position will be performed in English, but good knowledge of Dutch is a plus. For this position we consider either students in related programmes (e.g. Law/HBO-Rechten, European Studies, IPM/Bestuurskunde) with strong writing- and communication skills, or students of Business, Finance and Marketing with strong interest in international relations, law and/or public management.

Some of the tasks on which the applicant would focus are:

- Writing and publishing texts (e.g. news items) for the Centre's website
- Supporting in the drafting & lay-out of documents, reports, posters etc.
- Preparing and managing Social Media posts
- Support in preparing and organizing events at THUAS
- Support in administrative or organizational tasks

We offer a training in iCreate on mailing tool and social media.

The ideal candidate is pro-active, energetic, able to meet deadlines and a self-starter. Are you interested?

The position is for 8-12 hours per week (0.2 – 0,3 fte). It is to begin as soon as possible. The position is initially for three months, with a possibility of extension to 1 year based on performance. The remuneration is in accordance with the applicable provisions of the HBO CAO Agreement (around €405/month for 0.2 fte or €607/month for 0.3 fte before tax).

If you are interested, please send your CV, short (half page maximum) motivation letter, and a one-page writing sample of a social media posting to Maaïke de Loor (m.deloor@hhs.nl) before CoB **November 22**.

In your motivation letter explain your interest and experience in writing and communication and how you fit the vacancy profile. We look forward to reading your application.