



Vacancy notice Freelance Communication Officer – Part time

The European Association for local democracy (ALDA) Skopje is looking for a Freelance Communication Officer for the needs of the project “Balkan Regional Platform for Youth Participation and Dialogue” in the framework of Civil Society Facility – Operating Grant to IPA CSO supported by the European Commission.

ALDA Skopje

ALDA Skopje is a branch of the European Association for Local Democracy (ALDA), European non-governmental organization dedicated to the promotion of good governance and citizen participation at the local level. ALDA focuses on activities that facilitate cooperation between local authorities and civil society. ALDA’s mission is the promotion of good governance and encouragement of local development. For further information: <http://alda-europe.eu>

Balkan regional platform for youth participation and dialogue is EU supported project. It’s goal is to improve cooperation and the coordination between Civil Society and the public authorities with the active participation of youngsters, through the creation Regional Network for Local Democracy. Easing youth activism and participation and raising the awareness of local authorities, policy and decision makers, Civil Society Organizations and youth leaders in targeted countries on EU standards, policies and practices on youth participation is the main scope of every activity within the platform. For further information: www.alda-balkan-youth.eu

Responsibilities:

1. Writing content for the website, newsletters and media releases
2. Managing social media accounts and website
3. Support the partners in the communication on the project s
4. Online training on communication for the youth workers included in the project

Qualifications:

- University degree
- Previous experience in managing similar tasks
- Excellent written and oral communication skills in English and Macedonian
- Computer skills, perfect knowledge of social media, web
- Independent work with access to e-mails on a daily basic
- Graphic tools knowledge is an asset

Fee and Contract:

The Freelance Communications Officer role is a fixed contract of 9 months (1 April 2016 – 31 December 2016). The fee for this contract will depend on the experience of the candidate.

Interested candidates may send their CV and a cover letter (in English) to aldaskopje@aldaintranet.org before 28 March 2016. Only short listed candidates will be contacted.

