afa (Institut für Auslandsbeziehungen) is Germany’s oldest intermediary organisation for international cultural relations. It promotes a peaceful and enriching coexistence between people and cultures worldwide. Ifa supports artistic and cultural exchange in exhibition, dialogue and conference programmes, and it acts as a centre of excellence for international cultural relations. It is part of a global network and relies on sustainable, long-term partnerships. The online editorial team is looking for

a native-language online editor (English) (m/f/d) on a fee basis at the earliest possible date

The ifa is commissioning contracts for the following tasks
The native-language editor will plan and create content for the English-language version of the ifa online presence. This includes interviews with international artists and cultural professionals, academics and civil society actors in English, research and editing of images, and editing, copy editing, translating and editing for online use of English texts. In addition, the native-language editor will be responsible for creating multimedia contributions (for example, videos with German or English subtitles), compiling Google snippets and entering English-language content into the content management system.

Please send your application by 31 March 2020 to bewerbungen-abteilung-medien@ifa.de. The application should contain work samples and references that show that you have online journalism experience, perfect knowledge of (British) English spelling and grammar, and good knowledge of German. Required for the envisaged work are secure knowledge in using content management systems, good knowledge of online communication, interest in foreign cultural and educational policy issues, excellent organisational skills, a wealth of ideas and the ability to work in a team.

Your documents will be deleted after the application process.