

Do you want to work for a greener Korea?

Recruitment for a full-time position as Communications Officer

Who we are

The Heinrich Böll Foundation (hbs) is a political foundation with an affiliation to the German Green Party. Fostering democracy and upholding human rights, taking action to prevent the destruction of the global ecosystem, advancing equality between women and men, securing peace through conflict prevention in crisis zones, and defending the freedom of individuals against excessive state and economic power – these are the objectives that drive the ideas and actions of the Heinrich Böll Foundation. We maintain close ties with the German Green Party (Alliance 90/The Greens) and as a think and do tank for green visions and projects, we are part of an international network encompassing well over 100 partner projects in approximately 60 countries. The Heinrich Böll Foundation works independently and nurtures a spirit of intellectual openness.

The foundation has just opened an office in Seoul that will operate in the Koreas, Japan and possibly other countries in East Asia.

Who we are looking for

To lead our communication and PR work, we are looking for a

Communications Officer

Roles include:

1. Developing a communications strategy for Korea and other markets in East Asia
 - Planning, designing and implementing the foundations PR activities
 - Supporting partners of the foundation in developing communication strategies around supported projects
2. Managing the foundation's website and social media channels
 - Writing and editing content
 - Taking the lead in designing/producing products such as podcasts, posters, video or publications
3. Acting as point of contact for media, external vendors, and HQ
 - Administrating procurement of external services (printing houses, design agencies, illustrators, etc.)
 - Organizing and supporting work-related activities (meetings, events)

What you should bring

We are looking for somebody who has experience with getting political messages out to the public or specific target groups. A university degree is a plus, but can be replaced by at least 2 years of work experience. You could have experience in journalism, public relations, social media work or a similar field. Using different formats such as podcasts, video, publications etc. should be something you love to do. Experience with at least one form of public relations (graphic or video editing, writing and editing texts, social media, podcasts) work is essential, knowing more than one is a plus. You do not need to be an expert in all fields, but knowing how to best reach a target audience is a must! Knowledge of social media and how to employ it in a professional context is essential. We are looking for a creative mind who thrives in teams, is willing to take initiative and believes that we can achieve a better world together.

You should have a fluent command of Korean and English, knowledge of German and or Japanese is a definitive plus. Believing in gender equality is a must.

What we offer

A permanent contract (after an initial trial period) in a dynamic environment in our office in Itaewon. A team with flat hierarchies and the possibility to be part of a worldwide institution working for a greener future. We offer you the possibility to contribute with your ideas to our work and see them put into reality. A fair salary negotiable based upon prior experience.

We value a work-life balance and strive for a 40-hour work week. The hbs is a family-friendly organization, parental leave, regular work hours and similar regulations are important to us, although from time-to-time work on Saturdays or the evenings is possible, but will be compensated.

How to apply

Please send your CV, and a letter introducing yourself and your motivation for the job to kristian.brakel@kr.boell.org under the subject: ApplicationCOMM+YOURNAME

Please use the letter to answer the following questions:

- Tell us about a time when your social media work was very successful.
- Tell us about a time when you approached a PR issue in a way that had not been done before and produced meaningful results.

Being in possession of Korean nationality or a standing work permit for Korea (independent of your employer) is a prerequisite for applying! If you are not a Korean citizen, please state your visa status in the email.

We apologize that candidates not meeting the minimum requirements in language or visa status cannot be considered! Interviews for shortlisted candidates will be conducted on a rolling basis until the position is filled.