



Heidelberg, August 3rd, 2020

Fundraising and communications officer

The European Vaccine Initiative (EVI) is a non-profit organisation based in Heidelberg, Germany. EVI is dedicated to accelerating the development of vaccines for diseases of poverty as well as emerging infectious diseases, including Covid-19.

EVI has an exciting career opportunity for a motivated individual who would like to join an enthusiastic organisation that works with multiple partners across the world to develop new and affordable health solutions for all people.

We are looking to fill a new position with a creative and skilled marketing & communications professional that has a talent for storytelling and a good grasp of details. We offer an opportunity to develop your career with an ambitious non-profit organisation that contributes to the global fight against infectious diseases. The Covid-19 pandemic has made the importance of our work and mission even greater.

Primary responsibilities

Develop key messages, content and activities to acquire, renew and retain supporters

Contribute to developing and implementing communication and branding plans for EVI

Conceive and implement fundraising campaigns for EVI

Identify and follow up on new business opportunities for EVI

Create and communicate business cases that convey the impact and importance of our work to potential funders and investors

Develop tools and activities to communicate effectively with existing and prospective donors

Draft news items and press releases

Promote services of EVI to new and existing partners

Prepare and provide quotations and/or proposals for collaborators and partners

Support business development activities and develop tailored communication plans

Create engaging opportunities to promote income generation from new audiences and donor groups



Essential Qualifications and Skills

Bachelor's degree or similar qualification, preferably in Marketing & Communication, Science or Business Management.

Excellent English verbal and written communication skills, preferably native speaker

Strong project management and organizational skills

Strong interpersonal skills and ability to work with people of different cultures and background

Ability to work independently and self-starter mentality

Strong analytical and quantitative skills

Experience with social media applications (LinkedIn, Twitter, Facebook etc.)

Experience with creating and maintaining webpages

Permit to work within the European Union

General confidence with technical aspects of digital communication and fundraising

Desired Competencies

Experience in developing and implementing fundraising campaigns for non-profit organizations

Experience in developing and implementing communication and branding plans, preferably for biotech and/or non-profit organizations

Experience of working in communications, marketing or business development within a fundraising context

Experience of working with Wix or similar web-editing tool(s)

Conditions of Appointment

Contract period will start as soon as possible upon mutual agreement. A probation period of six months will apply.

The contract period will initially be limited to one year with possible extension.

Successful applicants will be based at EVI headquarters in Heidelberg, Germany

EVI operates a flexible working arrangement, including possibility for part-time work



Recruitment procedure

If you are interested in the above position and feel that you possess the relevant skills, please send your curriculum vitae and letter of motivation In English by e-mail and with “Marketing, Fundraising and communications Officer” indicated in the subject line, to Mr Sten Larsen Finnsson, Director of Finance and Administration at: **sten.larsen@euvaccine.eu**

The recruitment process starts with the publication of this advert and continues until a suitable candidate has been identified.

For any questions relating to the above position, please contact Mr Sten Larsen Finnsson at the e-mail address indicated above.