



Communications Manager

JOB DESCRIPTION

We are looking for a self-motivated and talented communications manager for our communications department. The ideal candidate will be an excellent communicator with brilliant presentation and organizational skills.

Your main duties will also include: the creation of informative, high-quality content that engages target audience and builds brand recognition, press releases, articles and media opportunities targeted to sharing our organization's brand and services.

➤ RESPONSIBILITIES

- Develop and implement effective communication strategies that build brand awareness, user satisfaction and create impact.
- Create informative and interesting press releases, press kits, newsletters, and related marketing materials.
- Plan and manage the design, content, and production of all marketing materials.
- Work with internal departments to generate new ideas and strategies.
- Supervise projects to guarantee all content is publication-ready.
- Create communication and marketing strategies for new products, launches, events, and promotions.
- Lead the public relations and digital marketing external partners.
- Respond to communication-related issues in a timely manner.

➤ SKILLS & QUALIFICATIONS

Required

- ✓ Master's Degree in Communication and/or Public Relations
- ✓ Prior working experience in communication department or advertising agency.
- ✓ Fluent in both Greek and English.
- ✓ Excellent presentation and copywriting skills
- ✓ Excellent coordination and time management skills.
- ✓ Driving license.

➤ POSITION DETAILS

- Location: Athens
- Reports to the Communication & Fundraising Director.
- Indefinite duration contract.
- Private medical insurance, laptop, phone.
- Car expenses (fuel, tolls etc.) for work-related movements covered by the organization.
- **CV and cover letter (in Greek or English) to be sent to: mona@generationag.org and katerina@generationag.org, using the e-mail Subject "Communications Manager application".**