



Information Officer (15 hours/week)

Are you looking for a chance to be part of a community of international students, believe in our mission and want to try out your professional skills?

The Organization

ISR – International Students Rotterdam is a student association that is dedicated to all internationals studying in the city regardless of the Institution. We are a non-profit organization that is flexible, familial and has flat hierarchies. We host social and professional events to help connect people and develop skills but also inform students about every important aspect of student life with our student guides. We also offer discounts to members to guard the student budget. Most importantly however we are one international family.

Job description

As information officer, you are the head of a team of content creators and a website manager. You must coordinate and oversee tasks regarding the website administration as well as all content creation and IT backend. Further you will be in charge of the Student Guide development; one of the key activities of ISR.

Tasks:

- Student guide process coordination (publishing a book)
- Blog post planning and development
- Update/Develop ISR website content
- Seeking opportunities to spread ISR content

Skills:

- Organization and time management skills
- Leadership ability, task delegation and analytical thinking
- Professional communication skills
- WordPress abilities (advised)



What we offer:

- Experience in cross-cultural management and leadership
- Opportunity and flexibility to execute your own ideas
- Free ISR membership + all of its benefits
- Social drinks and activities and friends for life!

Interested?

Please send your filled in application for as well as your CV and motivation letter to recruitment@isrotterdam.com and we will evaluate your application as fast as possible.