

Outreach Manager

A part-time position for an **Outreach Manager** is available at the **Basque Center for Macromolecular Design and Engineering, POLYMAT** Fundazioa (www.polymat.eu).

The selected candidate will be responsible for engaging with multiple stakeholders, effectively communicating scientific advancements and enhancing the visibility of the center.

Key Responsibilities

- Develop and implement communication strategies to strengthen branding and outreach.
- Ensure clear, coherent, and effective dissemination of research outcomes, center capabilities, and project results to the scientific community, stakeholders, and the general public.
- Manage internal and external communications in a timely and professional manner.
- Create, update, and manage web content.
- Write and edit news articles, press releases, newsletters, and reports.
- Manage social media platforms (X, LinkedIn, Instagram, etc.).
- Conceptualize and produce diverse content formats, including blogs, videos, podcasts, infographics, and press releases.
- Organize and execute internal and external events such as conferences, project meetings, and institutional events.
- Support and promote outreach and educational initiatives to bring science closer to society.

Qualifications and Education:

- A degree in Science (Chemistry, Biology, Biotechnology, or related fields), Journalism, Marketing, or Graphic Design. PhD in Science will be valued.
- Additional studies in Science Communication will be highly valued.

Experience & Skills:

- Previous experience as a Researcher, Project Manager, Scientific Communicator, etc.
- Excellent written and oral communication skills in English, Spanish and Basque.
- Strong graphic design skills with proficiency in Canva, InDesign, Photoshop and/or Illustrator.
- Expertise in social media management (X, LinkedIn, Instagram, etc.).
- Proficiency in Office 365 tools (Word, PowerPoint, SharePoint, Forms, Stream, etc.).
- Experience with web design platforms (Google Sites, SharePoint, WordPress, Mailchimp, HTML5, etc.).
- Strong organizational and planning skills, with the ability to handle multiple tasks efficiently.
- A proactive, team-oriented approach with excellent communication skills.
- Ability to work effectively in an international and multicultural environment.

What we offer

- **Contract Type:** Part-time position.
- **Duration:** Permanent contract
- **Salary:** Competitive salary based on experience and qualifications.
- **Work Environment:** A dynamic, international, and interdisciplinary research center.
- **Professional Development:** Opportunities for training, networking, and career growth.

This is a unique opportunity to contribute to the visibility and outreach of a leading research center while working in a dynamic and multidisciplinary environment.

Applications should be sent via email in one single PDF to info@polymat.eu before March 15, 2025, including:

- (i) a cover letter highlighting their interest in the position.
- (ii) curriculum vitae