

Starting in the schoolyear 2018-2019, the Secondary school will be accommodated at a new location in The Hague. We are looking for a communications officer for the Secondary school who will be directly involved with the growth and development of the European School The Hague.

You will work closely with the management team to create an effective communications infrastructure which serves the school community. You will oversee platforms for both internal and external communication and be responsible for PR and maintaining good relations with external stakeholders.

Communications Officer Secondary

(0,6 FTE / 24 hours)

Responsibilities

- Support the management in streamlining internal and external communications
- Manage content for the school website and internal communications platforms
- Edit text for publications
- Compile branded presentations
- Edit and proofread text for communications with parents and stakeholders
- Safeguard the school brand

Requirements

- Fluent spoken and written English and Dutch
- Communications qualification
- Experience in the education sector is a bonus
- Excellent IT skills and experience in effective use of social media
- Flexible and hands-on mentality

We offer

- An appointment based on the Dutch collective labour agreement (CAO) for Secondary education
- Salary scale 7; the step in this scale depends on age and relevant experience

Procedure

Candidates who meet the requirements are invited to send their application letter and CV to the attention of Mr F. van de Kerkhof, director of the European School The Hague before August the 24th 2018.

Please send the application by email to recruitment@eshthehague.nl and indicate: *Communications vacancy*.

Information about the European School The Hague can be found on www.eshthehague.nl and on www.rijnlandslyceum.nl

The website of the European Schools www.eursec.eu explains the European Schools' system and regulations.