



Manager Communication and Projects 40% (maternity leave replacement)

Start: March 2021

Location: Basel (flexible)

The **Swiss Malaria Group (SMG)** is a multi-stakeholder network of Switzerland-based organizations actively involved in the fight against malaria. Its vivid membership base includes academic members such as the Swiss Tropical and Public Health Institute Swiss TPH, the public sector represented through the Swiss Agency for Development and Co-operation (SDC), non-governmental organisations, Swiss based international organisations as well as pharmaceutical and agro-chemical companies. The Swiss Malaria Group is co-funded by its members.

For a maternity leave replacement, we are looking for a candidate to support the management functions of the secretariat and to strengthen the visibility of the SMG in Switzerland.

Tasks:

- External and internal communications, including media relations, content and social media management, member communication
- Support project- and event management and strengthen the outreach and involvement of the public in our projects and major events (World Malaria Day, parliamentary study tour, technical exchange)
- General administrative support

Qualifications:

- Experience in communication and media work in Switzerland
- A strong interest in global health, malaria and Swiss politics
- Brilliant communication skills, good collaboration and organisational skills with external partners (NGOs/ public and private sector)
- A flair for administrative tasks
- Experiences in social media management and solid computer skills
- Fluent in German, English and French (spoken and written)

What we can offer:

- Meaningful work in a vivid multi-stakeholder network and broad insights into associated networks and organisations
- Secretariat hosted by the network Medicus Mundi Switzerland in Basel in a co-working office
- NPO salary
- The job is temporarily limited until end of October 2021

*Please send your application to Julia Richter, Executive Secretary of the Swiss Malaria Group (jrichter@swissmalariagroup.ch), **until 21 January 2021**. For further requests, please contact the above e-mail address.*

12.01.2021