

FIS is the governing body for international skiing and snowboarding, founded in 1924 during the first Olympic Games in Chamonix, France. Recognized by the International Olympic Committee (IOC), FIS manages the Olympic disciplines of Alpine Skiing, Cross-Country Skiing, Ski Jumping, Nordic Combined, Freestyle Skiing and Snowboarding, including setting the international competition rules. More than 7'500 FIS ski and snowboard competitions are staged annually.

FIS is looking as of **1. October 2023** a

Communications Coordinator (100%) m/f

Are you a self-motivated, independent, multi-tasking person with a passion for all things skiing with strong communication skills and excellent English?

FIS is looking for a Communications Coordinator, who will play an integral role in the day-to-day communications activities for the largest winter sports federation

This position is a 100% full time with the possibility to work part time from a home office environment.

Your Primary Tasks

- Coordination of FIS Website content
- Production of FIS Newsflash (weekly newsletter)
- Coordination of FIS Bulletin (Annual Report)
- Promotion of FIS Para disciplines
- Collaboration with FIS Media Coordinators
- Direct involvement with major events and other projects as they arise
- Assisting with committee planning and meetings

Your Profile

- Education in Communication, Journalism or a related field
- Good knowledge of Social Media platforms
- Basic graphic design skills, basic video editing skills an asset
- Excellent writing and editorial skills
- Fluent in English (written and spoken), other languages an asset
- Photoshop and other video editing/graphic design skills and asset
- Ability to create editorial schedules and plan projects
- Reliable, self-starter and independent worker
- Good communication skills with a wide variety of stakeholders
- A flexible team player
- Strong interest and knowledge in Snow sports

If you are interested in joining the FIS Alpine World Cup team, please send your application and CV 15th August 2023 to Jenny Wiedeke (wiedeke@fis-ski.com)