

## Online Editor (-Analyst / -Journalist) for Diplomacy, Politics and Economy (f/m)

**Vindobona - Vienna International News** is an independent information service for the international community. Our goal is to provide diplomats, foreign relations professionals and expats with relevant and exclusive information, thereby supporting them in their work and life in Vienna.

We offer an interesting, highly varied, studies accompanying and responsible **editorial job in the field of diplomacy, foreign relations, politics, economy, culture and expat life.**

### Key Responsibilities:

- Internet-based research on daily current events at embassies, international organizations, NGOs, governments, corporations and other institutions
- Editorial writing and implementation of English-language articles and short analyses
- Communication with the community

### Requirements:

- Interest in foreign policy, diplomatic, economic and intercultural issues
- Pleasure in researching and analyzing
- Perfect command of English and/or German, both written and spoken
- Long-term availability: At least 2 semesters
- Independent, accurate, error-free, efficient and reliable way of working
- Willingness and ability to work under time pressure
- Of advantage are basic knowledge in/with: Social media, HTML, CMS/databases, SEO and image editing programs

### Offer:

- Start: Anytime
- Location: Anywhere
- Contract: Freier Dienstvertrag, „geringfügig“ (freelance contract)
- Working Hours:
  - Schedule: Self-responsible and flexible
  - Duration: Optimally up to 2 hours per working day
- Work Volume: max. 44 hours/month
- Remuneration: €440.-/month (net)
- Opportunity: Possibility to deal extensively with exciting political, economic and cultural topics, and to actively participate in a small team

Additional information is available at <https://www.vindobona.org>.

Please send your detailed application documents by e-mail to [jobs2023@vindobona.org](mailto:jobs2023@vindobona.org).