
United European
Gastroenterology (UEG)
House of European
Gastroenterology
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Austrian Register of
Associations
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Position: Marketing & Communication Project Manager (m/f)

Start: February 2023 – Full-time

Location: Wickenburggasse 1, 1080 Vienna

About UEG

UEG, or United European Gastroenterology, is a professional non-profit organisation combining all the leading European medical specialist and national societies focusing on digestive health. The mission of UEG is to improve the prevention and care of digestive diseases in Europe through providing education, supporting research and improving clinical standards. UEG's headquarters is located in Vienna, Austria where we coordinate all association, education and congress-related matters. All other important information regarding our organisation can be found on our website at www.ueg.eu.

Your responsibilities

We offer the opportunity to work in our young, extremely dynamic team and actively shape the Marketing & Communication department with a great deal of autonomy and creativity. You will be in the position to advance the implementation of UEG's online marketing and communication strategy.

Your scope of functions include:

- Coordinate, execute and evaluate overall communication campaigns
- Work in partnership with the creative team and external agencies to develop graphic materials, promotional assets and creative campaigns
- Monitor adherence to corporate identity in all public-facing communications and act as brand guardian
- Create photo and media content inhouse and liaise with external agencies
- Support the strategic planning of UEG marketing & communication activities and implementation in all promotional channels with focus on digital and community management
- Support of online advertising campaigns
- Administrative support for the Marketing department

Requirements

- Relevant professional training or studies or experience in a comparable position
- Business-level fluency in German and English – both oral and written
- Excellent MS office skills
- Knowledge of image editing, graphical concepts (Adobe Suite etc.) and a good eye for design
- Passion for social media & community management
- Experience with search engine optimisation & online advertising is an advantage
- Creativity and communicative skills
- An efficient, structured, independent, solution-oriented way of working
- Team spirit and a flexible work ethos

We offer

- An efficient introduction in a well-coordinated, international team
- The opportunity to incorporate your skills within an innovative, international medical organisation and to further develop your professional abilities.
- Social benefits and a family-friendly, flexible work environment with home office possibilities and a modern, easily accessible office.
- We are committed to supporting our employees in their professional development and provide a pleasant and friendly working environment and atmosphere.
- According to the Austrian collective agreement Werbung und Marktkommunikation for this position a starting salary of € 35,000 gross per year is foreseen with the possibility of overpayment depending on one's professional and personal qualifications.

Interested?

Please send your detailed application documents and salary expectations to UEG - United European Gastroenterology, Wickenburggasse 1, 1080 Vienna, with attention to Ms. Katharina Buder-Gannon, k.buder@ueg.eu