Bad Arolsen,  
June 9, 2021  
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**Project Manager for #everynamecounts Education Campaign (m/f/x)**

“Help us build a digital memorial.” The aim of our #everynamecounts initiative ([https://aroa.to/enc-en](https://aroa.to/enc-en)) is to build a digital memorial to the victims of Nazi persecution so that future generations can remember their names and identities.

The documents on Nazi persecution held by the Arolsen Archives are packed with knowledge. In order to make their value more visible, we are constantly working on projects and other offerings which make this knowledge accessible to a wide audience and pass it on. It is up to us to tell the stories behind the 17.5 million names and to provide fresh impetus for engaging with the Nazi past in today’s society which has few links with the period.

A general lack of knowledge about Nazi persecution means that clichés and prejudice are widespread in society today. We run national and international educational campaigns for various target audiences to build bridges between the past and the here and now.

As Project Manager for the #everynamecounts Education Campaign (m/f/x), you will play an active role in organizing and supervising this initiative.

**Your responsibilities include the following:**

- Planning and implementation of national and international educational campaigns with a focus on Nazi persecution, history, and human rights
- Development of new educational approaches and revision of existing approaches in partnership with all the departments of our organization at all levels
- Functional and disciplinary responsibility for the #everynamecounts education campaign team
- International outreach for implementing and promoting educational offerings in national and regional contexts
- Milestone planning, monitoring, and tracking of project progress
- Identification and analysis of relevant key performance indicators (KPI)
- Budget control
Your profile
You have several years of professional experience (at national and international level) in education, communication, and campaign management, with a focus on digital communication.

You also have:

- A degree in education, history, social sciences, communication, or a comparable field
- Experience of implementing large projects and coordinating teams
- Demonstrable experience in project management and familiarity with various project management tools
- Experience in developing educational materials and providing advice on how to use them
- Interest in Nazi persecution, human rights, contemporary history, and social responsibility
- Conceptual, analytical, and structured thinking and the ability to act in the same manner
- Very good communication skills, the ability to work independently, a high level of commitment, and a goal-oriented approach
- Good interpersonal skills, enabling you to lead and work in partnership with heterogeneous teams
- Sound knowledge of spoken and written German and English, knowledge of another language is desirable

More than just a job:
Achieving the right work-life balance is important to us. By making this our guiding principle, we enable you to develop a successful career that combines personal satisfaction, team work, and individual responsibility. We also offer good prospects in an international environment, as well as:

- Varied and interesting tasks which are also socially relevant
- Active involvement in shaping the position and the opportunity to take responsibility for your own actions
- Flexible working hours and remote working, not only during the pandemic
- Team-oriented organizational culture characterized by flat hierarchies and a very open and friendly atmosphere

Remuneration:
Arolsen Archives staff are employed under the collective agreement TV AL II*). The conditions include a 38.50 hour working week, holiday and Christmas bonuses, 30 days of paid annual leave, and a company pension scheme.

Annual salary: €51,600 – 72,150

Start: immediately
Initially this is a temporary position for a 2 year period. The intention is to turn it into a permanent position for the 2023 financial year.
Disabled candidates (m/f/x) will be given preference over other equally qualified applicants.

Are you interested?

Would you like to join our creative team and make an active contribution to our culture of remembrance? If so, please send your written application to hr@arolsen-archives.org by July 9, 2021.

If you have any questions, please contact:
Floriane Azoulay, Director, floriane.azoulay@arolsen-archives.org or Steffen Baumheier, Deputy Director, steffen.baumheier@arolsen-archives.org.

*) You can find more information on the TV AL II collective agreement here.

Data protection information:
By submitting your application, you agree to your personal data being collected and stored for the purposes of the application process and, if applicable, the recruitment process. We treat this data with the utmost care in accordance with the legal provisions on data protection.