



JOB ANNOUNCEMENT

TEMPORARY ASSISTANT (M/F) FOR

MARKETING LANGUAGE COURSES

DEPARTMENT OF THE GOETHE-INSTITUT

BANDUNG

STARTING FROM: 01.02.2025

The Goethe-Institut is the cultural institute of the Federal Republic of Germany with a global presence. We promote knowledge of the German language abroad and foster international cultural cooperation. In addition, we provide comprehensive information about Germany's cultural, social, and political life.

The Goethe-Institut Bandung is seeking a temporary assistant for the period from **February 1 to April 30, 2025**, to support its language course marketing efforts. The position involves 20 hours of work per week.

Responsibilities include:

- Supporting the creation of creative content for social media
- Assisting in the preparation and implementation of digital marketing campaigns, particularly in social media, web, and newsletters
- Supporting local marketing initiatives in Bandung
- Actively contributing to public relations efforts at institute events
- Actively participating in other activities related to language courses and exams as agreed

Requirements:

- Experience with and in managing social media platforms
- Proficiency in English; German language skills are an advantage
- Familiarity with German culture is desirable
- Creativity and enthusiasm for planning and creating digital content
- Initiative and reliability
- Proficiency in Canva and other apps for image editing and video production

Compensation will be based on the local salary scheme of the Goethe-Institut Bandung. We offer an interesting range of responsibilities and an exciting work environment. We look forward to receiving your application. Please send your complete application (cover letter with photo, CV, and certificates) in German by email by January 25, 2025, to Mr. Matthias Ventker at matthias.ventker@goethe.de. Applications received after the deadline will not be considered.

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Sprache. Kultur. Deutschland.