

## JOB OPENING

## RESEARCH ASSISTANT MARKETING/ PRODUCTION OF DIGITAL MEDIA CONTENT (m/f/d)

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### ABOUT THE NEW INSTITUTE

THE NEW INSTITUTE is a mission-driven Institute of Advanced Study and a platform for change. It was founded in response to the urgent ecological, economic and political challenges of our time. THE NEW INSTITUTE is located in Hamburg and will bring together a community of globally concerned thinkers and practitioners from academia, the arts, activism, media, business, and politics to develop powerful visions to fundamentally reshape society.

### THE ROLE

We are looking for a full-time research assistant with an affinity to the field of media, marketing and web to support our work in communication- and outreach- related topics. The research assistant will play a key role in conceptualizing and implementing TNI's marketing and communication activities.

### YOUR RESPONSIBILITIES

- Maintaining and updating our website
- Organization of photo and film shoots
- Production and editing of videos
- Sourcing of products for merchandising and marketing products
- Assisting in the development and production of media products such as Newsletters, Podcast and Publications
- Formatting and design of PowerPoint presentations
- General research activities
- Support in the use of templates and CI-compliant documents

## OUR REQUIREMENTS

- Basic technical knowledge of HTML and web publishing (Kirby)
- Basic film editing skills (Final Cut Pro)
- Basic graphic design skills (Adobe Photoshop)
- Experience with MS Teams and Newsletter Software (Cleverreach)
- Affinity to branding, marketing and merchandising
- Bachelor of Arts
- Experience in project management and coordination
- Communication, editorial and writing skills
- Intellectual curiosity and familiarity with current societal, political and economic debates
- Experience in researching relevant information
- The work of THE NEW INSTITUTE is interdisciplinary, trans-sectoral and impact-oriented – the experience and qualification of the research assistant should reflect this ambition
- Reliable and independent way of working, be able to react spontaneously and adapt to changing circumstances
- Fluency in German and English, both written and spoken

The position will be based in Hamburg.

Please email the cover letter “Why THE NEW INSTITUTE?”, certificates, references and résumé in a single PDF document to [jobs@thenew.institute](mailto:jobs@thenew.institute).

THE NEW INSTITUTE encourages diversity in the workplace. All qualified applicants will receive consideration for employment without regard to race, ethnic origin, gender identity/expression, age, religion, disability, sexual orientation or any other characteristic protected by law.