

# Innovarum – Open position for ICEX trainees

## Position: Communication assistant

**Short description:** we are looking for someone to join the Marketing and Communication Team of Innovarum. This person will have – ideally- a C2 English level, interest for the agri-food sector, creative aptitudes and a positive learning and collaborating predisposition.

**Needed:** C2 English level (ideally) and interest in the agri-food sector.

#Agrifood #sustainability #bioeconomy #CircularEconomy #communication #EUProjects #H2020 #HorizonEurope

## What we are

We are INNOVARUM ([www.innovarum.es](http://www.innovarum.es)) a company founded in 2013 and based in Madrid. We assist entities operating in the bioeconomy -mainly agri-food sector- in shaping, writing, and managing their R&D and Innovation projects. We mainly work with start-ups and SMEs, but as well with large companies, Universities, Research and Technological Centers from across Europe. We team up with our clients and assist them in making their innovations real.

Our job is highly interesting and creative, and we seek candidates with the ability to innovate, who can work closely with clients, colleagues, and project partners and who can work to tight deadlines.

## What you will find at Innovarum

1. Education and training in EU Framework Programmes: H2020, Horizon Europe.
2. Training on EU project Communication.
3. Practice on organic marketing and inbound strategies.
4. Work with innovation projects that develop technological solutions for the agri-food sector, the circular economy, and the bioeconomy.
5. A young, thriving, and international environment!

## What you will do

1. Work on the implementation of the communication and dissemination activities of the projects we are part of. This includes social media, website management, content preparation, press releases, support in the organisation and participation in online/offline events (fairs, webinars, workshops...), preparation of articles or videos.
2. Support communication and coordination with project partners (international organisations in Europe).
3. Support the preparation of project internal project reporting and external reporting for the EU Commission, when needed.
4. Support the preparation of EU project proposals (EIC Accelerator).
5. Support the general marketing strategy/actions of the company.

## Skills that you have or that you would like to learn

1. We mainly work through organic promotion strategies. Knowledge or interest in learning about inbound marketing or content marketing is valued. This includes social media content creation, analysis of successful strategies, SEO, collaborations...
2. Creativity and designing skills. We need to design different materials and/or images for the website and social media.
3. Knowledge of programs like Hootsuite, WordPress, Google Analytics and of any social media tracking tools.
4. Video editing skills will be an extra point.