



We are looking for volunteer as

Head of Communication

SUP Suisse was founded as a subsidiary of Swiss Canoe and Swiss Surfing at the end of 2020 and has been appointed responsible for the Swiss SUP national team and SUP surfing in Switzerland. Its main goal is to unite the SUP community in Switzerland and converge the efforts made by both overlying organisms. SUP Suisse shall grow into a knowledge hub and offer services to the various sections of the sport from paddling, touring, racing to surf and everything in between.

Description

As Head of Communication & PR, you represent our association internally and externally. You need to be willing and flexible to deal with all factors relevant to the association's public relations. You will work closely with the Executive Board and Head Office and be a team player with strong communication skills on all channels. It will be your responsibility to kickstart the association's communication department. This job will be on a voluntary basis.

Your Responsibilities

- Development of a uniform communication strategy with target group-oriented communication measures (internal & external)
- Implementation and coordination of communication measures with the team
- Establishment, management, and further development of the communications team
- Coordination of internal and external interfaces for the communication area
- Organization and support of still & moving images productions at own events, coordination of distribution, maintenance of own image & video database
- Responsible for website content
- Budget responsibility for communication and marketing

Your Knowledge

- Writing blog articles and media releases
- Experience in sports journalism is an advantage
- Social Media Marketing
- E-Mail Marketing
- CMS knowledge is an advantage
- Knowledge of the SUP community is an advantage
- Fluent written and spoken in either English or German, French and Italian an advantage



What We Offer

An exciting and varied challenge with a fast-growing sport, with a significant degree of scope and creative freedom. Your involvement directly impacts the further development of the association and the sport. We are a dedicated and motivated team that volunteers for the association, the community and the sport.

Interested in getting involved? Contact us at hello@supsuisse.ch