

**JOB VACANCY for the position of**  
**Project Communication Associate**

**I. Job Title:** Project Communication Associate for Euro-MED Interreg Project, Dialogue for Nature (D4N)

**II. Number of Positions:** One (1)

**III. Employment Type:** Full-time – until the end of the project duration on 30th September 2029, with a probationary period of up to six (6) months (place of work: Veli Lošinj, Croatia)

**IV. Job Description:**

Implementation of dissemination and visibility activities for the *Dialogue4Nature* project, which is part of the *Natural Heritage Mission*, co-financed by EU funds, hereinafter referred to as the “Project.” The *Natural Heritage Mission* of the Interreg Euro-MED Programme focuses on protecting, restoring, and enhancing the natural resources of the Euro-Mediterranean area. Two governance projects work closely together to scale up knowledge and results produced at the European level and to transfer and mainstream them into effective policies. Find out more about the Project on: <https://natural-heritage.interreg-euro-med.eu/>. Tasks also include communication and coordination of the involvement of numerous partners and associated partners in Project activities.

Duties include:

- Collaboration internally with the project team and other local partners;
- Collaboration with the external project team and partners regarding project visibility and communication of activities;
- Preparation and coordination of digital content for official websites and social media;
- Preparation and adaptation of scientific and technical information for public dissemination through media and publications;
- Maintaining project visibility (through social media or event organization);
- Participation in meetings and events related to the theme of the project as defined by the steering committee (overseas travel will be required);
- Communication of results, especially to local and regional public authorities and environmental stakeholders, both within and beyond the project partnership, through social media or offline communication ways;
- Active participation in online and in-person partner meetings (overseas travel will be required);

- Reporting on online and in-person partner meetings;
- Use of software and other tools for creating and sending newsletters;
- Management of project databases for communication purposes;
- Event management;
- Other project-related tasks as defined by the project coordinator.

#### **V. Job Requirements:**

- Completion of tertiary education (ideally a university degree);
- Proficiency in using office electronic equipment and applications (word processing, presentations, electronic communication, internet, social media, WordPress, Brevo, Basecamp etc.);
- Practical knowledge of EU project visibility rules;
- Excellent command of English, both spoken and written;
- At least 5 years of work experience in similar positions.

Additional assets:

- Knowledge of additional foreign languages;
- Experience in the implementation of EU-funded (or other international funding) projects;
- Experience working with international stakeholders.

#### **VI. The following documents must be submitted with the application to prove compliance with the stated requirements:**

- Motivation letter (including reasons for applying, relevant skills, experience, personal attributes, and how these contribute to success in the role);
- CV (must include a personal email address);
- Copy of certificate/diploma of completed education.

The application, motivation letter, CV, and all document copies must be personally signed by the applicant to confirm their authenticity. Late or incomplete applications will not be considered.

**VII. Applications with attachments must be submitted:** within seven (7) days from the date of the announcement on the Croatian Employment Service website, by email in PDF format only to: [info@marineinstitute.eu](mailto:info@marineinstitute.eu), with the subject line: *“Application – Project Communication Associate for Euro-MED Interreg Project, Dialogue for Nature (D4N)”*.

Candidates who meet the formal requirements will be notified by email regarding the second round of the selection process. If an invited candidate fails to attend, it will be considered a withdrawal of their application. After the selection process, the selected candidate will sign a fixed-term employment contract, subject to a six-month probation period. Candidates will be informed of the outcome within seven (7) days through the Marine Institute website