



## **Communications Officer**

The Extreme Light Infrastructure ERIC (ELI) is a research facility with the world's largest and most advanced collection of high-power lasers. ELI operates two international user facilities dedicated to multi-disciplinary science and research applications based in Czechia and Hungary under a unified management structure.

### **What will be your role:**

The Communications Officer supports the organisation's internal and external communication activities by producing clear, accurate, and engaging content, coordinating communication channels, and helping ensure consistent messaging across the organisation. The role combines hands-on content creation with coordination responsibilities and requires strong writing skills, creativity, attention to detail. ELI is looking for a highly motivated, enthusiastic self-starter.

### **The main activities of the role are:**

#### **Content & Multi-media Development**

- Research, write and edit short and long form content covering scientific results, institutional developments and feature stories for website articles, press releases, print materials like annual reports, brochures, newsletters or outreach publications.
- Develop concepts for short-form video content including researcher interviews, lab tours, and event coverage; coordinate, produce and edit videos and visual assets.
- Work with researchers to translate technical or scientific information into accessible content for a general public audience.
- Support the development of ELI's new website, presentations, factsheets, brochures, and other communication materials.
- Collaborate with the PR team to unify and manage the facility's social media presence across platforms (LinkedIn, Facebook, Instagram, YouTube and emerging channels) and developing platform-appropriate content.
- Support tasks related to communications, such as planning and delivery of events, workshops, visits, conferences, and outreach activities, in addition to administrative tasks, when needed.

### **We expect you to have:**

- Higher education in communications, public relations, journalism, marketing, or a related field.
- Min. 3 years of relevant experience in communications, ideally in research, science, international organisations, academia, or public institutions.



- Excellent writing and editing skills in English with experience communicating scientific or technical content or handle complex topics clearly and accurately (basic knowledge of physics is a benefit).
- Basic graphic design skills (e.g. Canva, Adobe Creative Suite) and familiarity with photography, video editing, or multimedia production.
- Strong digital literacy, including experience with content management systems (CMS), social media platforms and related tools (e.g., LinkedIn analytics, Google Analytics, Mailchimp or similar).
- Excellent interpersonal and team working skills and ability to collaborate across functions and organisational levels.
- A proactive, open and professional attitude.

**We offer:**

- A stimulating environment in a cutting-edge international research facility located in Dolní Břežany, just outside Prague (with good public transport connections).
- Opportunity to grow and develop knowledge and skills.
- A competitive remuneration package.
- Full-time employment.
- Start date at the earliest opportunity.

*To apply, please send a cover letter and your CV along with relevant supporting documents (e.g. writing or content examples or portfolio) to [tomas.zabrodsky@eli-laser.eu](mailto:tomas.zabrodsky@eli-laser.eu), highlighting your experience and motivation for the role.*

*Your personal data will be processed in accordance with the applicable legal regulations. By submitting your personal data you agree with their potential transfer to third parties (recruitment and headhunting specialists), for the purposes of assessment and evaluation for the job positions listed on this website. Such transfer is only temporary, realized in accordance with the applicable legal regulations and your personal data will be deleted once the legal relationship with the processor ends. For more information on the processing of your personal data go to the official ELI ERIC website [https://www.eli-laser.eu/media/3084/gdpr\\_general-info\\_website.pdf](https://www.eli-laser.eu/media/3084/gdpr_general-info_website.pdf).*