



Stream House is a boutique consulting firm specialised in governance and accountability, rule of law, anti-corruption, asset recovery, anti-money laundering and addressing illicit financial flows using technology and open source intelligence.

To support our team in programme development and communications, we are looking for a **Communications and Programme Manager Assistant (20-40%)**, starting 22 February 2021. The position is remote and ideal for advanced students.

Communications:

- Maintain Stream House's online presence, including creating and developing content (visual, video, text, social media)
- Proof-read, edit and maintain content for the website
- Monitor and engage with current anti-corruption events and debates

Programme Management:

- Coordination and communication within the team and with external stakeholders
- Coordination of selected projects
 - Facilitate communication between project funders, beneficiaries and Stream House experts
 - Manage project requirements and schedules

Your Profile:

- Advanced student in international relations, political science, communications or related field
- Experience in communications
- Organisational talent
- Excellent English language skills, both written and spoken, German and French a plus
- Interest in anti-corruption, illicit financial flows and anti-money laundering

We Offer:

- A small team with great team-spirit
- Flexible working hours
- Insights and hands-on experience into anti-corruption work

The deadline for applications is **8 February 2021**. Please submit a motivational letter, curriculum vitae and certificates to sabrina.luethi@streamhouse.org.

Start Date: 22 February 2021; Location: Remote (Home Office)

For more information about Stream House: www.streamhouse.org