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Réf. jobup : 1115895 | Date: 30 Mars 2015

## Content Manager – Multimedia

1006 Lausanne



The Content Manager (Multimedia) is primarily responsible developing, producing and integrating multimedia components into the FIVB's communication platforms.

## Content Manager – Multimedia

### Key responsibilities and accountabilities:

- Assist with the elaboration of a long term integrated, multimedia plan to enhance the FIVB's image through its communications platforms.
- Collaborates with other in-house web development and social media managers to integrate video, photography, audio and graphics into the FIVB's online and publication platforms.
- Works with the Media Operations Manager to produce instructional videos to train onsite staff
- Works with the Marketing Department to secure raw match footage of FIVB volleyball and beach volleyball tournaments
- Liaises with the *Behind the Scenes* film crew, providing editorial guidelines and other input into their work
- Sources and oversees the work of an external video editing company to produce match highlight videos for dissemination through social media channels and other suitable platforms.
- Works closely with the web analytics team to conduct analyses of the FIVB's website and general online performance with regard to visuals.
- Assists with editorial content for the FIVB website when required

### Other requirements

- Proficient with video editing software

- Knowledge of Photoshop, Illustrator and other image manipulations utilities and applications essential
- Experience integrating multimedia products into different platforms

**Performance standards:**

- Duties outlined in this job description are expected to be carried out with minimal supervision.
- Tasks are anticipated and executed without prompting.
- Strong work ethic with a high attention to detail.
- Timely, consistent and comprehensive feedback to superiors especially with regards to any problems and issues that arise.
- Must be capable of setting priorities and meeting deadlines.
- Must be able to multi-task and stay calm under pressure particularly in crisis communications situations.
- Ability to work well with internal and external participants is essential.
- Ability to build consensus and work effectively across departments.
- An independent worker who is also willing to function as part of the Communications team to achieve organisational goals.
- Stay aware of latest trends online and keep up with public shifts in media attention, participate in Webinars.
- Team work and willingness to assist with other areas of Communications work when necessary

e.g. holiday cover.

**Work timings**

- 40 hours a week
- Weekend work may be required and will be compensated with time off
- Travel possible

**Agences de placement s'abstenir s.v.p.**



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**FIVB (Fédération Internationale de Volleyball)****Madame Daniela PIRRI JOLY, Directrice**

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**Lieu:** 1006 Lausanne

**Type de contrat :** Permanent 100%

**Autres offres de la société****Catégories d'emploi**

**Marketing / Médias / RP**    Communication / RP / Evènementiel

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