

Communications Coordinator with a flair for social media and excellent command of Danish and English

Can you create engaging online content? Do you have sterling writing skills? Is there fire in your belly and order in your head? Then keep reading.

Who we are

We are a top tier corporate law firm, specialized in M&A and Disputes & Investigations, of approx. 90 highly skilled professionals across legal staff and operations. We have a deep-rooted social responsibility profile and take an active part in our local and global community. We uphold a friendly and ambitious environment where different personalities are bound together by a shared belief in respect, quality, and service.

The position

You will assist our Head of Communications with marketing, employer branding, and event planning, and help shape our firm's online presence.

Your responsibilities will among other things involve:

- Developing our firm's social media strategy and web content
- Creating text, video and image content
- Coordinating events and participating in career fairs

Who you are

You are committed, outgoing, have a can-do attitude and enjoy a good (or bad) joke. You have a degree in business communication, marketing, or similar.

We expect that you:

- Possess excellent communication and writing capabilities in Danish and English
- Know the ins and outs of social media and how to optimize brand awareness
- Are a team player who has an eye for detail, goes the extra mile to help your colleagues and gets things done
- Are familiar with MS Office and, ideally but not necessarily, Adobe's graphic and video apps

Apply

The position is full-time, and we are hiring as soon as possible. Send us your motivated application (in Danish or English), CV, and academic transcripts at career@moalemweitemeyer.com.

We look forward to hearing from you!