



Vacancy Announcement (Call open until 11 November 2026)

Communication Assistant (m/f/d) (full-time or part-time, at present until 31.12.2029) at the Managing Authority/Joint Secretariat (MA/JS) of the EU Programme Interreg Baltic Sea Region

Are you interested in communication, social media and digital content? Are you an enthusiast of European cooperation like we are? Would you like to work in English in an international team based in Rostock?

We are looking for a Communication Assistant to join the Managing Authority/Joint Secretariat of Interreg Baltic Sea Region, an EU funding programme.

We create opportunities for organisations from across the Baltic Sea region to connect and work together as if there were no borders. Our projects work towards a more resilient, greener Baltic Sea region, making it a more attractive place to live. But Interreg is more than EU funding. It brings together people, perspectives and expertise from different countries to jointly develop solutions that travel across borders.

Our Rostock-based team is international, and our working language is English. As part of the communication team, you will help us tell the stories behind our projects, create content for digital channels and make the results of European cooperation visible across the Baltic Sea region. You will find more information about us here: www.interreg-baltic.eu.

What will you do:

- Create communication content, including social media posts, articles, presentations, images and multimedia content;
- Help manage and develop our social media presence;
- Update content on our Programme portal using WordPress;
- Help prepare newsletters and other digital communication;
- Support the organisation of physical and online events and meetings;
- Help keep communication materials and documentation well organised;
- Occasionally substitute the Office Manager during absences.

Expected qualifications and profile:

- A degree, an ongoing education or relevant practical experience in communication, marketing, media or a related field;
- Fluent in oral and written English; command of German is an advantage;
- Confidence using MS Office, particularly PowerPoint, Word and Excel;
- An interest and practical experience in digital communication, social media and creating visual or video content;
- Experience with a content management system, ideally WordPress, is an advantage;
- An interest in the Baltic Sea region, European cooperation and EU-related topics;
- Attention to detail and a structured, reliable approach to work.





Terms of employment

The position will be a full-time contract (38 working hours a week) based on German employment law. Part-time work is an option as well. You will report to the Team Leader Programme Unit, and the MA/JS director. The employer will be Investitionsbank Schleswig-Holstein (IB.SH) as the hosting institution of the Managing Authority/Joint Secretariat. The place of employment will be in Rostock, Germany. A part of the weekly worktime you can work from another location. The contract duration will be until 31 December 2029. The annual gross salary will range between EUR 43,000 and 50,000, depending on qualifications and experience.

Application and selection procedure

Applications have to be submitted electronically in English by **11 November 2026** to the following email address: jobs@interreg-baltic.eu.

Applications have to include the following documents:

- **Motivation video**
Present yourself in a short video (up to 3 minutes, MP4 format). Tell us more about yourself: your experience in communication and your particular strengths. Tell us what interests you most in communication and why. Explain your motivation to join our team in Rostock.
- **CV based on Europass standard template** (<https://europa.eu/europass/en/create-europass-cv>)

These documents will constitute the basis for selecting candidates for job interviews. Interviews are planned for December 2026. We might contact candidates during the selection process.

The selected candidate is expected to start as soon as possible.

Contact

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