

VACANCY



The Goethe-Institut Ukraine is looking for a dedicated

SENIOR OFFICER COMMUNICATION

Scope of employment: 100 %

Weekly working hours: 40 hours

Place of employment: Kyiv

Contract duration: from 01.10.2026 until 30.09.2028 (subject to the allocation of funding)

The **Goethe-Institut** is the globally active cultural institute of the Federal Republic of Germany. With over 150 institutes in 100 countries, we promote international educational and cultural exchange.

The **Goethe-Institut Ukraine** makes an important contribution to supporting Ukraine's cultural scenes, particularly since the start of the full-scale war of aggression against Ukraine. In doing so, we work closely with our Ukrainian partner network in education and culture. To carry out our activities, we are looking for qualified and highly motivated colleagues with permanent residence in Ukraine.

An important pillar of our work is the implementation of the EU-funded [House of Europe](#) program, which promotes professional and creative exchange between people from Ukraine and their colleagues in EU member states as well as in the United Kingdom.

The program aimed at professionals from the cultural and creative sectors as well as related fields such as education and youth work.

This includes various funding streams that enable Ukrainians to implement their own projects and events or to participate in courses, conferences, and internships in the EU and the United Kingdom. In addition, the program supports cultural cooperation between Ukraine, the EU, and the United Kingdom, as well as the revitalization of cultural infrastructure, the preservation of Ukraine's cultural heritage and literary translations.



**Funded by
the European Union**

**GOETHE
INSTITUT**

Sprache. Kultur. Deutschland.

VACANCY



YOUR DAILY ROUTINE

- Support the development and implementation of the House of Europe communication strategy in close coordination with Institute Management and the Goethe-Institut Communications Team.
- Analyse communication needs, target groups, and objectives and develop appropriate communication formats and measures.
- Plan, coordinate, and implement online and offline communication activities across relevant channels, ensuring a consistent external presence.
- Coordinate the Communication Team's workflows and support the preparation of communication plans, editorial calendars, and target-group-oriented content.
- Plan and support communication campaigns and project-related events, including coordination with programme teams and relevant stakeholders.
- Monitor communication activities against key performance indicators, ensure quality standards, and contribute to regular reporting and analysis.
- Support budget and contract management for communication activities, including procurement processes and financial planning.
- Coordinate communication-related project processes, ensuring alignment with timelines, milestones, and programme requirements.

SKILLS AND QUALIFICATIONS NEEDED

- University degree, preferably in Communications, Journalism, Media Studies, Marketing, or a related field.
- 2+ years proven professional experience in strategic communications, public relations, or communications management, preferably within the international cultural or non-profit sector.
- Proven experience in developing and implementing communication strategies, as well as managing complex communication campaigns.
- Experience in project and programme coordination, including budget planning, contract management, procurement and financial administration.
- Strong practical experience with content management systems (CMS), social media platforms and digital communication tools.
- Excellent editorial skills and proven experience in the creation, editing, and quality assurance of communication content and materials.
- Good understanding of communication trends, target-group-oriented communication, and digital content formats.
- Excellent knowledge of Ukrainian and English, good knowledge of German, or a willingness to learn German.
- Experience with financial, accounting, and reporting documentation, and the ability to follow administrative and financial procedures.



**Funded by
the European Union**

**GOETHE
INSTITUT**

Sprache. Kultur. Deutschland.



VACANCY

- Strong organisational, communication, and interpersonal skills, with attention to detail and the ability to manage multiple tasks, priorities, and deadlines.
- Excellent knowledge of MS Office 365 and confidence in using digital tools.
- Reliability, initiative, flexibility, and a proactive approach, combined with the ability to work independently and effectively as part of an international team.

WILL BE AN ASSET

- Experience in EU-funded projects or international cultural cooperation.
- Experience working in an international, English-speaking environment.

WHAT WILL YOU GET?

- Full-time position with flexible working hours.
- Under normal conditions: work in a modern office in the historic Pechersk neighbourhood in Kyiv. During the war: the possibility to work in home office.
- Attractive salary and employment contract **in accordance with Ukrainian labour law.**
- 13th monthly salary and health insurance.
- Free German courses at the Goethe-Institut Ukraine.
- International, highly qualified team.

HOW TO APPLY

Please send your application **in one pdf file** including the following:

- [Application form](#) filled out in English indicating at least one reference person.
- CV in English.
- University degree and other relevant work, educational, or language certificates, copy of work book.

The Goethe-Institut stands for the diversity of all employees. We welcome applications from all interested parties, regardless of their cultural and social background, age, religion, gender, disability, and sexual identity. The Goethe-Institut strives for a balanced gender ratio.

Please send your pdf file to bewerbungen-ukraine@goethe.de with the reference **Senior Officer Communication - Name.**

Deadline for application is **13 September 2026, 15.00** Kyiv time.



**Funded by
the European Union**

**GOETHE
INSTITUT**

Sprache. Kultur. Deutschland.