JOB VACANCY
Project Coordinator for an International Media Literacy Project (m/f/d)

Goethe-Institut
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100 33 Athen
Griechenland

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Location: Goethe-Institut Athens
Start date: 15 January 2027
Type of employment: fixed-term contract
Application deadline: 25 November 2026

The Goethe-Institut Athens is seeking a Project Coordinator (m/f/d) for the EU-funded project "Fake-Finders", starting on 15 January 2027. This is a full-time position (100 percent), fixed-term until 31 December 2028.
The Goethe-Institut is the cultural institute of the Federal Republic of Germany with a global reach. We promote knowledge of the German language abroad and foster international cultural cooperation.

FakeFinders is an EU-funded project that aims to strengthen media literacy and resilience to disinformation in rural communities in Greece, Ukraine, Bulgaria and Serbia. It empowers local changemakers and communities to critically navigate today's media environment through locally rooted, accessible learning opportunities. Ultimately, the project seeks to foster informed participation, community engagement and democratic resilience.

Your responsibilities:

- You will assume overall responsibility for coordinating the international, EU-funded Fake-Finders project with partner organisations in Greece, Ukraine, Bulgaria and Serbia.
- You will manage the ongoing project, including scheduling and activity planning, budget monitoring, reporting and internal communication.
- You will establish suitable project management processes, coordination routines and working tools.
- You will ensure that milestones are achieved on schedule and that the project is implemented in a timely manner in the four participating countries.
- You will coordinate the project team together with the programme coordinators at the partner organisations and ensure reliable communication and clear responsibilities.
- You will oversee the project's financial planning and implementation of the overall budget in coordination with the project team and administration.
- You will coordinate project implementation in Greece and work with partner organisations in rural areas.
- Together with the responsible partners, you will coordinate communication, evaluation and the transfer of project results.
- You will coordinate reporting to the European Commission and consolidate evidence of activities, results and impact measurement.

What you bring to the role

- You have a university degree, preferably in project management, cultural management, communication studies, social sciences or humanities, or equivalent experience and knowledge.
- You have several years of professional experience coordinating complex international projects; experience with EU-funded projects is an advantage.
- You are proficient in project planning, budget control, monitoring, documentation and reporting, and can reliably manage multiple work packages and parallel deadlines.

- You have experience in working with international partner organisations and facilitating coordination and decision-making processes.
- You work in a structured, independent and solution-oriented manner, take responsibility and maintain an overview even in complex processes.
- You have an excellent command of written and spoken English (at least C1) and a very good command of Greek. Knowledge of German is an advantage but not a requirement.
- You communicate clearly and reliably, enjoy working as part of a team and demonstrate intercultural sensitivity.
- You are proficient in the use of digital tools for project management, collaboration and documentation.
- You are interested in media literacy, civic education and international cultural cooperation.

We offer:

- An exciting and varied range of responsibilities in an international organization
- The opportunity to be part of a highly motivated, dynamic, and dedicated team
- The option to work from home
- Additional health insurance and remuneration in accordance with the local salary scale of the Goethe-Institut in Greece (annual salary of EUR 24,724 plus a family allowance, if applicable)
- 14 monthly salary payments and 29 days of annual leave
- The Goethe-Institut is committed to diversity among all its employees. We welcome applications from all interested candidates, regardless of cultural or social background, age, religion, gender, belief, disability or sexual identity. Candidates with severe disabilities will be given preference if equally qualified and suitable. Remuneration and working conditions are based on the local employment conditions of the Goethe-Institut Greece.

Send your application, including your CV, letter of motivation and, where applicable, further documents, **in English** as a PDF (maximum 3 MB), with the subject line "Application: Project Coordinator FakeFinders, Goethe-Institut Athens", no later than **25 November 2026** to: Bewerbungen-athen@goethe.de

By submitting your application documents, you consent to the storage of your personal data (in accordance with Article 4(1) GDPR) for the duration of the application process.

If you have any questions, please contact us at Bewerbungen-athen@goethe.de.