



## Vacancy: Digital Content & Community Manager

You are first and foremost a passionate writer that takes initiative and can think critically and independently. We are looking for a talented Digital Content & Community Manager, with demonstrated experience in writing, editing online (written / video) content and setting up and manage online communities.

Security & Continuity Institute (SECO), based in the Netherlands, is Europe's leading institute for highly qualified Security & Continuity certifications and the body of knowledge of the Cyber Security & Governance Certification Program.

We offer our members an online community called the (S)ECO-System. The goal of the (S)ECO-system is to stimulate and develop our members knowledge in the field of Security, Privacy and Continuity.

Your primary responsibility as a Digital Content & Community Manager is to activate the members in sharing knowledge and write (in cooperation with our subject matter experts) articles/ blogs for our website and (S)ECO-System.

### About SECO-Institute

At SECO-Institute we have a very strong belief that there is a growing need in the world for more and better qualified Cyber Security and Business Resilience professionals. We think this can only be achieved by sharing knowledge. We develop and offer a complete range of courses per expertise that enables professionals to educate themselves and make a career in a fast-changing and growing market.

SECO's mission is to educate professionals for job-specific expertise in Security & Continuity from beginner to senior level. With worldwide highly qualified training and examination partners, personal certification titles and an independent courseware development centre, SECO-Institute is the European alternative for American certifications.

 INFORMATION SECURITY

 IT-SECURITY

 DATA PROTECTION

 ETHICAL HACKING

 SECURE SOFTWARE

 BUSINESS CONTINUITY

 CRISIS MANAGEMENT

# SECO

## INSTITUTE

### Key responsibilities

- Create (in cooperation with our subject matter experts) written and visual content to be used on our websites, blog and social media platforms and (S)ECO-System
- Managing our social media platforms (LinkedIn, Twitter, Facebook, YouTube)
- Help set up, manage, monitor our (S)ECO-System community
- Organizing and taking leadership of weekly editorial meetings
- Execute the Content Calendar
- Collaborating with research agencies (a.o. TNO)
- Thinking pro-actively on how current topics and campaigns can be reflected through our website
- Managing analysis & reporting (with tools such as Google Analytics) and adapting future content and website layout accordingly
- Regularly revisiting published pieces of content and making sure they are up-to-date with the continuously changing product portfolio and corporate messaging
- Create trust by showing our partners and students we are thought-leaders that are connected to what's happening now and what's significant to them.

### Who are you?

- Bachelor's degree in Marketing Communications, Digital Marketing, Journalism or similar
- Proven work experience in Community building, Social Media Marketing, creating engaging and original content
- A pro in Mailchimp, LinkedIn, YouTube, Facebook and Wordpress
- Familiar with video-editing tools to create visual content
- Accuracy (i.e. allergy to sloppy content and typos)
- Native-level (written) English, with excellent copywriting and editing skills
- Minimum 2 years' experience
- Intercultural understanding and global cooperation ability
- Preferably familiar with the information security and business continuity markets

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## What We Offer

The opportunity to leave your mark in a company that is growing quickly and still manages to keep a pioneering spirit.

If you have what it takes, we offer a competitive package with the ability to work from your home office and our office in the Netherlands.

If you are interested and you recognize yourself in the description, we would like to get to know you. Mail your resume and a motivation letter before March 1st to [Vincent.jentjens@seco-institute.org](mailto:Vincent.jentjens@seco-institute.org)

  
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