

## JOB OPENING

For our office in Berlin-Kreuzberg we are looking for a  
**Translator / Editor (m/f/d)**  
**supporting the communications team** on a part-time basis (50%)

### ECCHR

The European Center for Constitutional and Human Rights is an internationally active, independent, non-profit human rights organization based in Berlin that works with partners and stakeholders to promote human rights through legal means worldwide. We initiate, conduct and support strategic legal proceedings to hold state and non-state actors accountable for human rights violations and make the world a more just place – for all.

For the Media and Communications department, we are looking for a responsible, open-minded and communicative personality for the translation and editing of PR and legal texts from German into English. You will support the communications team in translating content for the ECCHR website, editing publications and creating texts for ECCHR's social media channels in support of the press team. In addition, you will take care of the translating or drafting various applications, forms, reports to funders and the annual report.

### Your tasks:

- Translating (German-English) and editing (English) press releases, publications, PR texts, our newsletter and annual report
- Translating (German-English) and editing (English) legal, scientific and political texts
- Managing our English-language writing style and ensure that consistent language is used in all published materials

### Your profile:

- A university degree in translation or languages, or a comparable qualification
- Several years of experience in translating German-English texts and editing English texts written by non-native speakers, including complex, academic and legal texts
- Excellent linguistic, grammatical and writing skills, thoroughness
- Experience in handling multiple projects simultaneously and prioritizing your work
- Ability to work both independently and as part of a team
- Native-level English and fluency in German (other languages such as Spanish and French are a plus)
- Demonstrated commitment and experience in the field of human rights is an advantage

The position is initially limited to two years. The working hours are 20 hours per week (50%), which can be flexibly scheduled. We offer the possibility and support to work remotely. At the same time, personal exchange within the team and the development of common ideas are important to us. We promote a culture of learning and welcome applicants who would like to take responsibility for their own work and enrich the team of an internationally active human rights organization.

# EUROPEAN CENTER FOR CONSTITUTIONAL AND HUMAN RIGHTS



The work of ECCHR benefits from the diversity of its staff. We create the necessary conditions to enable colleagues with limitations to work independently. We welcome all applications regardless of ethnicity, age, gender, disability, sexual identity, belief or religion.

Please send your written application, including your salary expectations, by email only in a single PDF file **by 2 August 2021** to: **European Center for Constitutional and Human Rights** (email: [bewerbung@ecchr.eu](mailto:bewerbung@ecchr.eu)). We might conduct job interviews before that deadline.

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