



Blog & Editing Content Coordinator

The Women in Economics Initiative (WiE) is seeking a dedicated volunteer to co-lead the coordination of our Writing & Editing team and take responsibility of the team's blog and editing functions.

Are you interested in economics, journalism, or anything related? Are you a collaborative and social person who likes to have a sense of what is going on? Do you have an interest in connecting with people across the field of economics? Are you motivated to help build a sense of community both within the volunteers at WiE and with its community of members and subscribers? Then we want to hear from you!

WiE was established to advance gender equality in the field of economics. Our goal is to encourage equal opportunity and balanced representation of genders in the economics profession across the academic, business, and public sectors.

As a writing and editing coordinator you will contribute **approximately 2 hours per week** and work in close cooperation with the team and other coordinators to:

- **Communicate and co-coordinate with the 4-6 other members of the Writing & Editing Team:** Co-coordinate and chair a monthly meeting to stay up to date on the activities within your team and have a pulse on the general engagement and activity levels of your team.
- **Communicate and coordinate with the other coordinators across teams:** Join the monthly Board & Coordinator meetings and discuss/support when needed.
- **Serve as editor of the WiE blog:** As the coordinator of the Writing and Editing Team you are also in charge of serving as editor of the blog which posts articles on the topic of women in economics, women in economic life, or is on any topic in economics written by a womxn. The goal of the blog is to serve as a space to amplify voices and topics in and around the sphere of women in economics. So, this means also supporting the editing and creation process of articles written both internally and externally.

The most important qualities for a candidate include:

- **Creativity and drive:** for this role specifically, candidates should feel comfortable and excited to take initiative on their ideas.
- **Passion for gender equality and economics:** A strong belief in the importance of gender equality in economics and a passion for supporting women and non-binary individuals in the field.
- **Excellent communication skills:** The ability to communicate effectively with volunteers, team members, and (potential) applicants.
- **Commitment to diversity and inclusion:** A commitment to making WIE a diverse and inclusive environment for all volunteers.
- **Reliability:** Ability to follow through on work you have agreed to complete.
- **Leadership:** As a coordinator, you need to be ready to lead, support, and encourage team members in their activities.
- Are willing to become WiE members and engage in the organisation on a long-term basis.

The Women in Economics Initiative e.V.
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We want to build a diverse organisation which welcomes and presents a variety of perspectives on economics. We welcome input from people of every gender, age, ethnicity, religion, sexual orientation, ability, background and sector.

If you are interested in joining the WiE team as the Writing & Editing Content Coordinator, we look forward to receiving your email (hr@women-in-economics.com). Please introduce yourself, explain your interest in the role and attach your CV. If you have any questions on WiE's work and this position, do not hesitate to reach out to us. Please note that The Women in Economics Initiative is run entirely by unpaid volunteers, and this opportunity is an **unpaid volunteer position**.

We are looking forward to receiving your application!

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