

### International Marketing Coordinator

The Raphael Recanati International School at Reichman University is looking for an international marketing coordinator to help drive performance and scale our focused marketing activities. A unique opportunity to be part of an international team at the biggest international school in Israel, meet students from all over the world, and expand your international marketing knowledge.

#### **Job Description**

- Assist the International Marketing Director to execute the day-to-day marketing plan of the Raphael Recanati International School.
- Plan and execute promotional activities including print, digital media and events.
- Attend and support online & offline marketing events.
- Conduct market research to target potential new leads.
- Assist with the production of marketing materials and campaigns.
- Create and update relevant marketing materials for different marketing channels.
- Update and maintain the marketing department's documentation and databases.

#### **Job requirements and skills**

- **Undergraduate degree - MUST** (RRIS graduate – advantage)
- **Mother tongue level in English and Hebrew – MUST**
- Proven experience in social media platforms (TikTok, Instagram, Facebook, LinkedIn, etc.) – **Advantage**
- Priority to former overseas residents and those that served in the IDF
- Passion for the international marketing world
- High motivation and willingness to work hard and flexible working hours
- Excellent communication and interpersonal skills
- Creative problem-solver
- Multitasking: Excellent organizational and project management skills, ability to prioritize projects, attention to details
- Ability to work under pressure, independently and as part of a team
- Public speaking
- Tech savvy with full proficiency in Microsoft Office: Word, Excel, PowerPoint, along with video production and other presentation programs

Please send CV's to: [cv@runi.ac.il](mailto:cv@runi.ac.il)