

Assistant, Government & Press Relations AmCham Germany – Frankfurt / Berlin

The American Chamber of Commerce in Germany (AmCham Germany) is a private non-profit organization. With 3,000 members, AmCham Germany is the largest bilateral economic organization in Europe, representing the largest group of foreign investors in Germany. Our goals include strengthening German-American economic relations and promoting Germany as an investment location. The Chamber also serves as a link to investors in the United States.

AmCham Germany's policy committees develop positions and communicate with the responsible government contacts on issues of German-American trade and economic relations, taxation policy, telecommunications, multimedia, energy, environmental policy, financial services and corporate law. In order to efficiently represent member interests, AmCham Germany maintains constant contact with decision makers in Berlin, Brussels and Washington, DC.

We are seeking a qualified and highly-motivated individual to support the Government & Press Relations Division in our Frankfurt or Berlin office with policy and communication activities.

Qualifications:

- Strong academic background in international economics and politics (at least a BA)
- Excellent writing skills (native English / fluent German or native German / fluent English)
- Experience in policy and/or press relations
- Familiarity with the legislative processes in Germany, the US and the EU
- Proven organizational talent and personal initiative
- Strong computer and web management skills

Application Process:

- Applications are now being accepted **until May 28, 2010**
- Candidates should please send their complete application (incl. cover letter, résumé and degrees etc.) in English and German in **one** document each in **electronic form** to [Dorothee Averwald](mailto:Dorothee.Averwald@amcham.de), daverwald@amcham.de
- Please indicate availability to begin and your salary expectations