

At EnableMe, we help partners create **online information portals, communities, and services for people with disabilities and chronic illnesses**. Our goal is to create a society where people with disabilities are naturally included and active members who can contribute to society's well-being.

We believe that having access to the right information and support can transform people's lives for the better. Our vision is to **empower over 1 billion people affected by or linked to disabilities** to help themselves or others. Our online community is a supportive self-help place where members can **solve problems, share personal experiences**, and **connect** with peers.

The EnableMe community is the **largest online community for people with disabilities** in the German-speaking world. Present also in Ukraine, Kenya, India, and soon Morocco, we are expanding and getting a step closer to bringing our vision of enabling 1 billion affected individuals to reality.

To help us achieve this, we are looking for a global community manager with a focus on DACH who can help us grow the community by developing and executing a strategy and moderating discussions. If you are passionate about creating a more inclusive world and have experience building and managing online communities, we encourage you to apply.

## **Community Manager, focus on DACH (50%-80%)**

### **Key Responsibilities:**

- Develop and execute a community strategy to grow and engage the German speaking community.
- Foster discussions and moderate conversations to ensure a respectful and inclusive community atmosphere.
- Coordinate and support country moderators to implement the growth strategy.
- Improve and streamline moderation processes to ensure efficiency and effectiveness across countries.
- Provide support to community members and address any concerns they have.
- Collaborate with team members across departments (e.g. content team) and countries to share knowledge and create synergies.

### **Your Experience and Skills:**

- Strong proven track record in developing and managing online communities
- Creative problem-solving attitude with a high degree of own initiative
- Strong project management, coordination and organisational skills
- Proven analytical skills and strategic thinking
- Tech affinity and ease at learning new technologies; know-how in accessibility is a plus
- (Online) marketing experience and SEO knowledge are preferred
- Proficient written and oral communication skills in German (ideally native) and English, working knowledge in French is strongly preferred. Additional languages will be a plus.
- Interest in advancing disability inclusion & ideally experience with disability
- Global mindset with interest to work in diverse cultures and appreciation of related challenges

**What we offer:**

We are a young, global and dynamic team with the aim to support people with disabilities at scale. We offer an environment where everyone is driven by the common ambition to make the world a more equal and inclusive place. Working for us would allow you to operate at the forefront of disability inclusion developments and form diverse connections across the social and private sectors. Our physical offices are currently located in the city centre of St. Gallen, our team is global. You can work with us from anywhere and manage your time flexibly.

We are an equal opportunity employer and prefer diverse teams. We encourage you to apply especially if you contribute to diversity of any kind.

If you are interested, please send your CV, motivation letter and assorted documents to:

Angelika Rüegg | HR | [angelika.rueegg@enableme.ch](mailto:angelika.rueegg@enableme.ch)