

Yasmin Kollektiv e.V. is a small NGO based in Germany, founded in 2020 with the aim of challenging "oriental" stereotypes in German speaking media coverage of the West Asia and North Africa region. With our association work we are advocating for an anti-racist, diverse, tolerant, and feminist society. Since 2020, we have supported podcasters in the WANA region with the podcast scholarship program *Aswatona*. For the second round of *Aswatona*, we are looking for a Podcast Production Coordinator.



Your future Tasks:

- Coordination of the Podcast Production and Audiobook with the participants of the program
- Consultation with the mentors, who support the podcasters in their production
- Support and guide the podcasters in their podcast production
- Coordination of the podcast translation/synchronizing process from Arabic to English or English to Arabic
- Consultation with the person responsible for translation and dubbing the podcasts into German
- Being responsible for holding the deadlines of the Podcast Production
- Evaluation & Monitoring of the Production Process
- Writing reports about the Podcast Production
- Being responsible for the billing and accounting of the podcast production

Qualifications:

- Fluently in English and Arabic
- Proved experience in Audio/Podcast Production
- Experience and/or high interest in the topics gender, feminism, LGBTIQ+, postcolonialism structures
- Strong communication skills
- Experience in working independently and reliable
- Able to work in an international team and via online platforms
- Able to work in culture and conflict sensitive contexts

What we offer: 20 working hours and monthly salary of 1100 €, 21 days of vacation, a desk at a co-working space, the ability to work from home office, a flat work hierarchy in an international team of 8 employees, the project and the position will start with the approval of the funds presumably at the beginning of December 2022, the position is expected to be limited to 24 months.

The website of our association is currently under reconstruction. More information about the association is available at [Nahostcast](#). Information about the podcast project *Aswatona* can be found at [Our-Voices](#).

We welcome applications to

katrin.schaefer@yasmin-kollektiv.org