



AmCham Norway seeks a dynamic and motivated full-time
Member & Communications Consultant

About Us

The American Chamber of Commerce in Norway (AmCham) is a non-profit business advocacy, services and event organization promoting the interests of 235 American, Norwegian and international member companies. AmCham Norway is a fully independent association of businesses and receives no subsidies from governmental agencies. As one of 117 global AmChams, we are part of the US Chamber Federation headquartered in Washington D.C. – the world's largest non-profit business association.

Position Commencement

Wednesday, November 11th, 2020 or as agreed.

Your Background & Skills

Preferably a native Norwegian speaker with demonstrated written English expertise, you have working content development and media relations experience, with exceptional professional collaboration skills. With a degree in marketing, communications, economics, political science or similar, you have an acute understanding of the Norwegian political and business landscapes. US-based work experience and/or education is desired.

To be successful in this role, you function efficiently both autonomously and as a team player. You are a self-starter, capable of engaging stakeholders while simultaneously developing, managing, and delivering successful projects in a timely manner. Familiarity and mastery of digital content development tools is key.

What We Offer

AmCham Norway offers you the unique opportunity to work daily with executives representing leading global companies and internationally oriented SME's, as well as key Norwegian and American government decision makers.

Our people contribute to building a competitive international business environment in Norway. We have established a culture based upon learning, personal initiative, and mutual dialogue where teamwork and open exchange are essential. Set within a dynamic, challenging, and flexible downtown Oslo environment, development of inspired solutions to address strategic priorities is celebrated. Starting Member & Communications Consultant annual salary will be NOK 510 000.

Your Responsibilities

As AmCham's Member & Communications Consultant, you will be responsible for strengthening our organization's continued development and comprehensive program of transatlantic business initiatives, including:

- Ongoing content development and management of all AmCham communications channels including publications, in-depth reports, amcham.no and social media platforms.
- Principal responsibility for several member industry groups, continually liaising with the approximately 60 member companies included therein.
- Enhancing AmCham's voice through media outreach, working proactively to develop strategic partnerships and initiatives.
- Responsibility for select meeting and event conceptualization, budgeting, management, and execution, as well as AmCham's cross-industry Sustainability Forum and other working groups.

Application Deadline – Wednesday, October 14th, 2020

Cover letter, CV, and writing samples should be directed to AmCham Managing Director Jason Turflinger at jt@amcham.no. Confidentiality will be strictly maintained.