

The **Swiss Institute of Allergy and Asthma Research in Davos** is offering a 100% position as a

Website, Social Media & Graphics Editor for the Journal „Allergy“

„Allergy“ is the European Journal of Allergy and Clinical Immunology, a monthly, peer-reviewed scientific medical journal.

The position will be responsible for the development and maintenance of the Website and Social Media of “Allergy”. This position will support and take direction from and report to the Allergy Managing Editor and perform in line with the vision of the Editor-in-Chief of the Allergy.

Position responsibilities: Development and management of Allergy website and social media pages; identifying and assisting in the development of SM text (content) derived from content that appears in Allergy, such as in print, videos, graphical abstracts, images, interactive illustrations, image banks, blogs, podcasts etc.

Review of digital offerings by competing scholarly journals or relevant scientific publications and develop and implement new digital offerings; analyzing opportunities for new mobile applications and strategies.

Build and post „article collections“ targeted to specific audiences identified by subject and interest area and posting them in social media and will liaise with EAACI social media experts. Periodically, participating in the Editors‘ conference calls and giving the Editors updates on Altmetrics (social media and online stats) on a regular basis.

Developing of the covers of the journal; graphic abstracts of the articles; developing figures, arrows and a style of cells that will be only used in Allergy; check the figure qualities of every manuscript at the acceptance stage; improve them in collaboration with the authors before copy editing.

Education/Experience required: Very good written and oral communication skills in English. Attention to detail and accuracy. Advanced knowledge and experience for organizing, managing and maintaining web and social media content and advanced computer skills. Strong organizational and planning skills. Ability to prioritize and manage simultaneous tasks and project timelines and demonstrated abilities to meet multiple deadlines.

Applications should include curriculum vitae and send to **kylemegan.howell@siaf.uzh.ch**.

