



Vacancy – Projects & Research Assistant

LRE Foundation

Brussels or Arnhem office

Starting date: approx. September 2024

Deadline to apply: 24 July 2024

OFFER

We are offering a full-time position or part-time position (minimum 30 hours/per week) in a dynamic, multi-cultural, collaborative environment. Starting in September 2024 (exact date flexible), the position is initially for a period of 1 year (with possibility of extension) and is located either in Brussels or Arnhem (hybrid approach with part-time remote working is possible).

If you are interested in this position, please address your cover letter to Mr. Rémi Praud, Managing Director, and send it with your CV to the following address: info@liberationroute.com with the following email subject: Projects & Research Assistant Vacancy.

SCOPE AND TASKS

Under the supervision of the Managing Director, and in coordination with the project team, the Projects & Research Assistant will support the LREF's work on various topics and fields:

- Supervising and curating the historical content for the Liberation Route Europe project: creation of content, verification of content written by other historians (based on the LRE guidelines and style guide), editing, translation, upload to the website, research of pictures, managing copyrights, and ensuring historical accuracy.
- Developing and coordinating themed routes in cooperation with cartography experts, ensuring historical relevance and accuracy.
- Creating, verifying, and validating the content of the information panels of the Vectors of Memory.
- Contributing to the content development of exhibitions (both online and printed), coordinating external historians, ensuring informative and engaging exhibitions.
- Collaborating with external historians, museums, and cultural institutions to enhance the quality and reach of our content.
- Supporting the communication team with historical content input, including drafting press releases, articles, and social media posts.
- Assisting in the organization and coordination of historical events and conferences.

PROFILE

We are looking for a Project and Research Assistant with:

- A demonstrated passion for history and the mission and DNA of the LRE Foundation.
- A relevant education in History, Cultural Heritage, or any field relevant to this job description. A Master's degree is an advantage.

- Excellent command of English and Dutch is mandatory. Knowledge of French or German is an extra asset.
- Experience in historical research and content creation. Experience in public history or museum studies is a plus.
- Excellent writing and presentation skills, with a proven ability to communicate complex historical information clearly and engagingly.
- Detail-oriented, with a keen eye for accuracy and historical integrity.
- Proactive, team player with good interpersonal skills, capable of working effectively in a multicultural environment.
- A self-starter and autonomous in approaching work, with the ability to manage multiple tasks simultaneously.
- Able to respect deadlines and manage tight timing with critical attention to detail.
- Familiarity with creative software (Adobe suite, Microsoft Office) is an advantage.
- Willingness to travel occasionally for project needs.

ABOUT THE LRE FOUNDATION

The LRE Foundation is a growing international, inclusive network that connects people and organisations dedicated to preserving and valorising the tangible and intangible cultural heritage related to World War II, its memory and meaning. The organisation's main objective is to make this history relevant and accessible, especially for the younger generations. Three key remembrance projects developed by LREF are the Liberation Route Europe, Europe Remembers and the LRE Youth Programme.

- The Liberation Route Europe is a certified Cultural Route of the Council of Europe that links the main regions along the advance of the Allied Forces in 1943-1945. In order to make the route a physical part of the European landscape, LREF is developing a network of Liberation Route Europe trails that allows new ways to experience the route by hiking, walking, and cycling.
- Europe Remembers is a platform that brings together commemorative sites, museums, and events in a collaborative, inspirational portal and awareness campaign, set up for the 80th anniversary of the end of WWII.
- Engaging the younger generations is a key objective for the LRE Foundation. The LRE Youth Programme promotes innovative forms of active remembrance and memory transmission, ensuring that even as living memory becomes history, the stories and sacrifices of individuals will not be forgotten.

Find out more at www.lre-foundation.org, www.liberationroute.com and europe remembers.com

The LRE Foundation has two international offices: in Brussels, Belgium and Arnhem, the Netherlands, as well as branch associations in the UK, Italy, Germany, France and Poland.

The LRE Foundation is an equal opportunity employer that is committed to creating an inclusive workplace that provides mutual respect for all. We value diversity and encourage individuals from all backgrounds to join the team as it allows us to better understand and to meet the needs of our members and the communities in which we serve. We do not discriminate based upon race, colour, religion, national origin, ancestry, marital status, medical condition, sex, age, physical or mental disability, gender identity/expression, sexual orientation, or any other legally protected status. We welcome applicants from all backgrounds, communities, and industries, and we are committed to building a team made up of diverse skills, experiences, and abilities.