



Community Manager

Full-time

Location: Remote

Company Introduction

Cardano Foundation is a Swiss Foundation providing oversight, community development, standards development, promotion and education for the Cardano ecosystem. We aim to promote the open development, evolution, and use of Cardano's blockchain technology for the benefit of all people throughout the world.

We work alongside Input Output HK (IOHK) who are contracted to design and build Cardano and Emurgo, the for-profit arm working to boost the Cardano ecosystem through commercial ventures.

Some of the core objectives of the Cardano Foundation:

1. Protect and enrich the Cardano ecosystem by developing and protecting the branding of the Cardano Protocol. We are committed to promoting Cardano and to advocating on behalf of the users and community of the protocol.
2. Grow the Cardano community by building trust and transparency. Creating a community hub offering timely information about the technology and Cardano's wide-ranging potential.
3. Facilitate Partnerships through alliances with business, governments and open source projects for the benefit of the Cardano Ecosystem and to liaise with and influence governments and regulatory bodies.
4. Shape Legislation and Commercial Standards by studying and proposing cryptocurrency regulation; engaging with regulators and other public bodies to collaborate on the development of the Cardano Protocol.
5. Support education across various platforms and mediums, targeting developing countries in particular.



Summary

We are looking for an energetic, self starting and diligent community manager to join our team. If you have experience in digital marketing or community management and can work in a fast paced startup environment, we would like to meet you!

Our ideal candidate has exceptional oral and written communication skills, has the ability to easily understand technical concepts and is able to work effectively within our existing Community team to help develop and execute a successful community strategy.

Duties

- Set, plan and implement social media and communication campaigns and community strategies
- Engage with community in timely response by moderation channels and responding to questions
- Manage feedback loop with product and technical support teams
- Assist in managing Community Ambassador Program
- Create engaging content for social media and community channels
- Organize and manage events / meetups to boost the awareness of Cardano
- Coordinate with Marketing, Design and Communications teams
- Liaise with internal development teams
- Build relationships across the community with members and industry professionals

Key Competencies

- Comfortable working in a fast paced tech startup environment where initiative and a self starting attitude is required
- Capable of understanding technical concepts with the ability to breakdown into concise, easy to understand language
- Excellent verbal communication skills and copywriting skills



- Attention to detail and ability to multitask
- Very good work ethic and comfortable working remotely

Education / Experience

- Undergraduate degree; in Marketing or relevant field preferred
- Experience participating or managing an online and offline community
- Knowledge of online marketing and marketing channels
- In depth understanding of blockchain communities would be an advantage
- Excellent verbal communication and writing skills in English mandatory
- Fluency in additional languages a plus

To apply for this position, please send your application with a cover letter to careers@cardanofoundation.org.