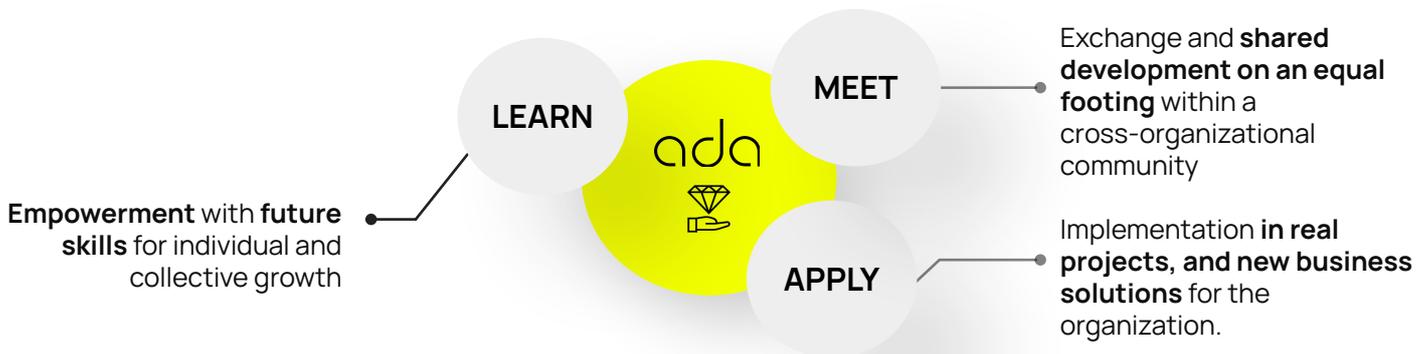


Do you want your ideas to make an impact while also advancing your personal development? Then ada is the place for you!

We are ada—a modern startup. We offer our clients a unique program that empowers and activates employees to truly shape and drive transformation. Within this one-year, part-time program, the ada Fellowship, companies have the opportunity to engage with exciting future topics such as digitization, AI, sustainability, ethics, and leadership, and develop concrete innovative solutions. Additionally, they become part of a cross-organizational network. (Three-part approach: Learn / Meet / Apply)

All guided by our motto: "Growth rarely happens alone."



## Your tasks include:

- Upload and administrate elements on our learning platform
- Create learning content for our customers with Canva, PowerPoint and other tools in German and English
- Support the team in creating Sales and marketing materials and social media posts in German and English
- Write clear and concise texts and fact-check texts for our learning journey, newsletters and podcast in German and English
- Support the team in video production
- Host virtual community events

## Your Profile:

You are:

- Curious by nature, always exploring new ideas and engaged with other people who are learning and sharing what they learn.
- Excited about collaboration with leading thinkers and creators to develop learning and community experiences with lasting effects.
- Currently enrolled at a University
- Fluent in German and English
- Ideally experienced with Google Suite or Microsoft Office equivalents as well as basic graphic design tools
- Able to work independently with support from a motivated team
- A clear and organized communicator who is comfortable in complex situations
- Interested in technology and transformation, and creating learning experiences
- A strong writer
- Happy to work remotely from home or visit our office in Düsseldorf

## What we offer:

- Flexible working hours that can be adapted to exams
- A strong mission: As an ada team member you are part of our initiative to drive socio-technological change in Europe through modern education.
- We are a dynamic team of more than 30 employees and are constantly growing
- We work team-oriented, agile and with flat hierarchies
- A training budget for external trainings and additional education days allow you to develop outside of the job as well
- Regular team retreats provide new creative space and exchange outside the usual structures
- We offer a company pension plan, 30 days of vacation, regular meditation sessions, job ticket and other great benefits

## Have we piqued your interest?

Then get in touch with our contact person directly or scan the QR code to go directly to the job advertisement.



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