

Communications and Marketing Officer

Permanent full-time position, based in Paris.

We are seeking a motivated Communications and Marketing Officer to join a dynamic team. We offer a stimulating and collaborative work environment where you will have the opportunity to participate in the development and promotion of H2O AM's brand, values and expertise.

The Communications and Marketing Officer will report directly to the Head of Communications and Marketing and will work closely with the Sales, Client Portfolio Management, Investment and Compliance teams.

If you are interested, please send your resume to careers@h2o-am.com

About H2O AM

Founded in 2010 and with offices in Paris, Monaco, London, Geneva and Singapore, H2O AM is an independent European asset management company, mainly specialising in Global Macro strategies. Based on an investment process developed over more than thirty years and on solid quantitative engineering, the teams implement a discretionary investment process based on a top-down and value approach.

Through relative value strategies in bonds, currencies, credit and equities, H2O AM offers its clients the benefits of diversified alpha with assumed and controlled risk over a defined time horizon.

H2O AM's mission is to assist investors in achieving their objectives by placing performance and risk over the investment horizon at the heart of their considerations. H2O AM is guided by a strong corporate culture that emphasises passion, performance and fortitude, with an unwavering commitment to our clients' needs.

www.h2o-am.com

Key Responsibilities

Events

- **Organise events:** plan and coordinate external and internal events, leveraging both in-person and digital platforms. This includes managing professional fairs (Patrimonia, CNCGP, etc.) and orchestrating roadshows.
- **Scout Event Venues:** Continuously research and identify novel, trendy event venues that align with the company's brand and objectives.
- **Source Promotional Items:** Explore and discover fresh, innovative ideas for gifts and promotional materials, staying attuned to evolving trends and the company's identity.
- **Managing and monitoring Service Providers:** Foster and manage relationships with external providers to ensure event execution.

Communication materials and Activity monitoring

- **Craft Varied Communication Materials:** Create and develop various communication materials such as market notes, newsletter, mailings, invitations, maintaining a dynamic approach to content creation.

- Introduce and propose **innovative formats** for content creation, ensuring uniqueness and engagement.
- Implement the **new visual identity** across all communication materials.
- **Contribute to Multimedia Content:** Engage in the creation, editing, and distribution of corporate and/or market-oriented videos to bolster the company's outreach.
- **Support Monitoring and Reporting:** Assist teams in the preparation of reports, presentations, and other materials to monitor the company's communication and PR strategy progress.

Digital

- **Revamp Digital Platforms:** Enhance the H2O AM website and intranet to reflect the company's vision and offerings, ensuring a user-friendly and update interface.
- **Drive Digital Strategy:** Contribute to the development and execution of digital content, aligning it with the overall brand strategy.
- Actively work to improve the brand's visibility and impact in the digital space, employing best practices and innovative strategies.
- **Monitor Digital Performance:** Regularly assess and measure the impact of digital strategies using analytical tools and dashboards to refine and optimise strategies.

Internal Communication & PR

- Enhance internal communication through active involvement in the production of internal newsletters, engaging with the internal network and organising internal events.
- **PR coordination:** Disseminate press releases internally and manage the distribution of press clippings within the company to maintain awareness and alignment.

What We Are Looking For

- Bachelor's degree in Marketing or Communications.
- 3+ years professional experience, ideally in the Asset Management or Financial sector.
- Excellent written and verbal communication skills, with attention to detail to ensure the accuracy of information shared.
- Fluent in French and English, Italian language skills are a plus.
- Experience in using social media (especially LinkedIn) and other digital tools.
- Proven track record in creating, using and editing content across different channels, based on audience insight.
- Strong organisational skills and the ability to handle multiple projects and deadlines across different teams.
- Skills in video editing.
- Excellent team player with adaptability.
- Proficient in the Microsoft Office Suite.
- Proficient in the Adobe Creative Suite or graphic design software is a plus.
- Skills in podcast production is a plus.

The employee's functions and responsibilities are subject to change, according to the Employer's decisions, according to the needs of work organization, in compliance with the field and level of skills of the Employee.

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Company name and head office: H2O AM Europe, 39 rue Pierre 1er de Serbia, 75008 Paris. SIREN number: 843082538.