

Who are we?

World Aquatics – formerly FINA (Fédération Internationale de Natation) – is the global governing body for aquatic sports. Founded in 1908 and currently formed by 209 National Federations across five continents, World Aquatics is based in the Olympic-capital city of Lausanne. Our vision is to create “A world united by water, for health, life and sport,” and our mission is to ensure that everyone has the ability to participate, compete and benefit from aquatic sports. World Aquatics includes six sports: Swimming, Open Water Swimming, Diving, Water Polo, Artistic Swimming and High Diving.

Why Work for Us?

If you are looking to be part of a purpose-driven organisation within the sports industry and want to make a difference, then look no further. We seek talented, high-performing individuals who are willing to demonstrate their values and passion in a dynamic and challenging environment. To join our team, we are searching for a:

DIGITAL CONTENT AND PLATFORMS COORDINATOR

We are looking for Digital Content and Platforms Coordinator whose mission is to enhance the federation’s online presence, engage the audience and promote our federation through various digital channels.

Purpose of the Role

The successful candidate will be responsible for editing and producing compelling content, run operations and maintenance and further develop World Aquatics’ digital assets.

The position is based in Lausanne, Switzerland. However, World Aquatics has announced plans to move to a purpose-built state of the art Aquatics Centre in Budapest, Hungary. This move is likely to take place progressively in 2026 and completing in 2027.

Key Responsibilities

- Manage and optimise all World Aquatics digital platforms.
- Contribute to creating and developing engaging and relevant digital content, including articles, videos, graphics and social media posts.
- Provide editorial and technical support for updating content and sections on worldaquatics.com and other websites associated to the main platform. (edit main pages, galleries, news articles, etc.)

- Run operation schedules and call sheet for live streaming for sport and non-sport events in collaboration with LOCs and broadcasters
- Manage daily maintenance and bug fixing of the World Aquatics Mediapool (DAM)
- Contribute to the project management and development for existing and new digital solutions.
- Provide support for digital content creation and execution across different platforms.
- Test and validate deliverables.
- Track and monitor digital analytics, providing post event reports including KPIs evaluation and main digital indicators.
- Monitor and respond to comments, messages and inquiries on social media platforms.
- Engage with fans, athletes and stakeholders through various digital channels.

Education, language and IT skills

- Bachelor's Degree in digital media, communication or sport management
- Minimum 2 years' experience working in digital/web department, preferably in the sport industry.
- Previous experience in sport organisations is a strong plus.
- Good knowledge of web languages and Content Management Systems (Wordpress, Pulselive Experience)
- Good comprehension and evaluation of UX/UI with basics of web design
- Competent with web streaming, operations, protocols and content syndication
- Good command of Adobe Suite namely Photoshop, Premiere
- Good command of Project Management tools such as Slack, Trello, Confluence, Frame.io
- Good knowledge of digital analytics tools such as Google analytics and Tag Manager
- Confident with metadata and content archiving
- Proficient in English (written and spoken).

Technical, organisational and personal competences

- Proven track record of project management, possibly for digital activities.
- Experience of planning and managing complex event workflows in a fast-paced environment
- Demonstrate a high attention to detail.
- Assume responsibility of work and deliver to a very high standard.
- Competence to manage multiple projects simultaneously and deliver tasks according to agreed time frames.
- Resolution of production issues in a timely manner

- Ability to manage multi-tasks, work under pressure and within tight deadlines.
- Experience working within an international environment and ability to adapt to different countries and cultures.

Behaviour and attitude

- Positive, impeccable precision and attention to details
- Can-do attitude, hardworking, results-driven and stress resistant
- A sport passionate identified in a clean sport and fair play values.
- Strong team player with a sense of integrity and proactive approach.
- Ability to work under pressure and within tight deadlines.
- Willingness to travel up 25%, adaptability to different cultures and sensitivity.
- Ability to organize work efficiently, to shift priorities and to carry out different projects in parallel.

Closing date for applications: 9 February 2024

Start date: To be agreed.

Location: Lausanne/Budapest

What we offer?

World Aquatics is an equal opportunity employer. All applicants will be considered for employment without attention to race, colour, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.

If you are interested in this position and you meet the requirements in the profile, please submit your application with a CV and Covering letter in English to:

hr@worldaquatics.com