

we're hiring

communications coordinator

16 hours per week | Nijmegen, the Netherlands

(this function can also be hybrid or remote)

Please send your letter of application together with a relevant cv, as well as questions regarding this position, to **Casper Schaaf** (project assistant) at casper@wintertuin.nl.

fwd European
books that move

Application deadline

1 September 2026

Interviews

15 & 17 September 2026, 3-6 pm CEST (online)

Preferable starting date

15 October 2026 (this date will be finalised in consultation with the candidate)

about fwd

Founded and coordinated by International Literature House Wintertuin, fwd is a new European platform dedicated to bringing outstanding contemporary books to readers across borders. Building on the success of the cooperation project [CELA](#) (Connecting Emerging Literary Artists), fwd supports emerging European writers in reaching international audiences through translation, publication and promotion.

As we prepare for the launch of the first fwd book selection and the development of an international readership community, we are looking for a Communications Coordinator who can help shape and deliver our communication activities across Europe, reaching European audiences, stakeholders and the book and publishing sector.

Read more about fwd on our [website](#).

the role

As Communications Coordinator, you will coordinate and execute communication activities for the fwd project. You collaborate closely with the coordinating project team (existing of a director, project coordinator, grants manager and project assistant) and staff member at a group of 15 diverse international partner organisations in the literary industry, to ensure clear, engaging and effective communication towards stakeholders, publishers, literary professionals and, most importantly, readers across Europe.

The role combines hands-on project communication with the strategic development of audience engagement and book promotion initiatives.

key responsibilities

- Coordinate communication activities across the international fwd network.
- Maintain communication with project members and stakeholders (e.g. writers, translators, publishing houses, bookstores, literary festivals, book fairs, et cetera) in participating countries (participate in online and live meetings, provide information and material, share updates and collect input).

- Create and manage communication materials for publishers, literary organisations, translators and other professional audiences.
- Support the visibility of the fwd books, pitching events, grants and promotional activities.
- Coordinate website, newsletter, social media and other communication channels.
- Develop and implement an audience communication strategy from 2027 onwards, alongside the launch of the fwd reader app.
- Help position fwd books towards international reading audiences.
- Design and coordinate campaigns that increase visibility and readership of selected titles.

profile

- Relevant experience in communications, marketing, audience development and/or cultural projects, preferably in an international context.
- Excellent written and spoken English.
- Strong stakeholder and audience communication skills.
- Demonstrable experience in creating and promoting books, writers, literary events and/or cultural programmes for diverse audiences and communication channels.
- Experience with the publishing industry, international book market and/or European cooperation projects.
- Ability to work independently and collaboratively in an international environment.
- Affinity with literature, publishing, arts and culture.

what we offer

- Part-time position of est. 16 hours per week (under contract of project coordinator Wintertuin).
- Opportunity to contribute to an ambitious European literary platform.
- Collaboration with an international network across 15 European countries (and growing).
- Flexible working arrangements (remote/hybrid) and opportunities to travel to member countries.
- Salary and employment conditions in accordance with the Dutch Collective Labour Agreement for Publishing (cao for Publishing).