

The Asian Football Confederation (AFC) is the governing body that represents Asia in the world of football, covering the diverse continent with 46 Member Associations and one Associate Member.

Shaikh Salman bin Ebrahim Al Khalifa of Bahrain is the AFC President and Dato' Windsor John of Malaysia is the AFC General Secretary.

Media Manager

The responsibilities include but are not limited to the following:

- 1) To produce original, accurate, clear and interesting written content for AFC's various channels including: media releases, speeches, messages, scripts, forewords, brochures, the AFC website(s), print publications.
- 2) To proactively generate concepts and ideas for the creation of written and other content.
- 3) As required, to be confident dealing with:
 - Media requests/relations, media monitoring, PR, Corporate Communications tasks, and
 - Occasionally also other areas of the Department as and when required (e.g. social media, editing/proof-reading, etc).
- 4) Ensure consistency of messaging across all of the above activities.
- 5) Knowledge/Skills/Abilities Required:
 - Minimum five years of experience in the Communications & Media field, with experience in an international environment.
 - Excellent communication skills, both written and oral, with native level English.
 - Knowledge of additional Asian languages would be an advantage.
 - Experience within the football/sports industry is a clear advantage.
 - Good working knowledge of Microsoft Office applications.
 - Attention to detail, good time-management skills.
 - Ability to follow guidelines and work on own initiative.