

EVENTS AND PROGRAMME MANAGER BIOTOPIA – NATURKUNDEMUSEUM BAYERN

At a time when, on the one hand, we are facing unprecedented environmental challenges, and on the other hand we are experiencing revolutionary developments in the life sciences, it is more important than ever to draw the public into a new kind of conversation about the future of life on our planet.

Nurturing human curiosity, inspiring cross-species empathy, and stimulating personal agency in response to key environmental challenges, BIOTOPIA will be a new kind of museum and forum where visitors are invited to “explore life”.

Situated in the exceptional setting of Nymphenburg Palace in Munich, adjacent to the 200 hectare Schlosspark and Munich’s botanical gardens, Biotopia: Naturkundemuseum Bayern is being developed through a major investment of €95 million from the Free State of Bavaria and additional private support, at the heart of a Bavaria-wide network of natural history museums and other key institutions focussed on environment and life sciences.

BIOTOPIA is currently seeking to identify an outstanding creative **Events and Programme Manager** to lead on the development and implementation on an ambitious programme of events to engage local, regional and international audiences leading up to the opening of the museum planned for 2024.

ROLE SUMMARY

KEY RESPONSIBILITIES

- Working closely with the content team, the Events and Programme Manager (EPM) will lead on the development and implementation of the full Biotopia programme of public activities in the lead-up to opening.
- The EPM will lead on the planning, conceptualization and implementation of the annual BIOTOPIA festival, as a flagship

BIOTOPIA Naturkundemuseum Bayern

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- event to grow the community and audience for Biotopia, and build relationships with key partners
- The events and programme manager will work on the development of regional/mobile programmes throughout Bavaria including programmes in cooperation with the regional museums in the SNSB network, and other partners
- Responsible for event management and project management
- Responsible for building sustainable relationships with key partners, including funding partners, universities and research institutions, marketing partnerships
- Responsible for evaluation of events, and development of key documents, reports, communications documents related to events
- Responsible for PR and communication strategy related to events

KEY CANDIDATE REQUIREMENTS

- Strong knowledge of public engagement with science
- Experience in interdisciplinary approaches, bringing science together with art, design and innovation
- Demonstrated track record in leading the development of innovative and high profile public events, including festivals (5-10 years experience)
- Strong network of relationships
- Excellent project management, event management, budget management skills
- Experience in marketing and promotion of events/festivals for different target audiences
- Ability to bring partners and supporters on board
- Strong production skills, ability to manage a team combining internal team members and external suppliers/partners.
- Excellent communication and interpersonal experience
- Passion for Biotopia's mission, and deeper knowledge of at least one of Biotopia's key areas of thematic focus
- Strong international experience and network in the field (local, regional and international)
- Flexibility, initiative and ability to work in a start-up environment
- Dynamism and the ability to influence at senior level

REPORTING AND ORGANIZATIONAL STRUCTURE

- The Events and Programme Manager is a senior role in Biotopia, and will engage closely with the Director and senior management team.

QUALIFICATIONS REQUIRED

- Masters degree equivalent in a relevant subject

LANGUAGES

- Biotopia is a bilingual project working in both German and English languages, a good working knowledge of both languages is essential

SALARY

- The role is being offered at the TV-L **E13** level in the Bavarian Public Sector system (collective wage agreement).

DURATION

- 5 year contract initially

START DATE

- The position is available for start-date on or after January 1, 2018

FURTHER DETAILS

- To download the Vision Brochure of Biotopia see http://www.biotopia.net/images/download/161102_Biotopia_Vision_Doc_engl.pdf
- For further details on the position or to arrange an informal phonecall please contact Dr. Ulrike Rehwagen, Head of Project Delivery, rehwagen@biotopia.net, +49 (0) 89 2180-72190

APPLICATION PROCESS

- To apply, please send a letter of interest accompanied by your CV and references to Dr. Ulrike Rehwagen, Head of Project delivery, via email: rehwagen@biotopia.net by **November 15, 2017**.

Your place of work is situated in a central location in Munich and is well connected to public transport. We offer you an interesting and responsible occupation with good training opportunities and development potentialities. Severely disabled applicants with essentially equal qualification will be given preference. We welcome applications by women.

Unfortunately, we are not able to reimburse travel expenses for participating in job interviews.