

JOB APPLICATION- Events and Community Development Coordinator for REFLOW + FOODSHIFT

Fab Lab Barcelona is part of the Institute for Advanced Architecture of Catalonia, where it supports different educational and research programs related to the multiple scales of the human habitat. It engages in European research across multiple lines of enquiry including design, distributed manufacturing, cities and culture.

Main Responsibilities:

This role is dedicated to the development and implementation of events for European projects that centre around ongoing strategic community development actions.

- Create and oversee the implementation of strategic communications tools including for events and community development for European Projects
- Develop and manage the content and event calendar for European Projects
- Analyze the results and engagement of the events and communications and provide reports
- Manage the community that is engaged with local actions through tools, platforms and local events using peer education and capacity building approaches
- Disseminate local findings at European level in collaboration with the European partners using project coordination skills
- Write blog posts and publish them in the website of projects.
- Oversee the management of the events and related communication activities.
- Encourage and support project stakeholders to engage in activities
- Availability to travel to events of the project and communicate them through all of the social media channels.

Competences (Experience, Knowledge and Skills):

- Experience, knowledge and skills in developing projects with and for diverse communities
- Understanding of sustainability sector, specifically from an action research perspective
- Highly developed personal skills fit for public engagement and communication
- Well developed understanding of project coordination and a willingness to learn specifics of European Project management
- Experienced, knowledgeable and skilled in communications processes specifically in relation to stakeholder engagement and management in diverse communities
- Experience working in cross-cultural environments with people from a wide range of professional and cultural backgrounds.
- Experience working in an action-research project, European research preferred
- Experience in Maker Movement, open tech or citizen science preferred

Specific Requirements:

- An EU national, or with a working permit for Spain.
- Fluent in English, Spanish and Catalan is a plus – other languages are a bonus.

- Bachelor in Arts, Science or related field.
- Master in a related field, specifically in Sciences related to sustainability
- Knowledge of the field of innovation, with a specific interest in science communications

CONTRACT DETAILS

- Full time position (40 h week, from Monday to Friday) based in Barcelona.
- Date of start: January , 2020
- Salary: 16,000 - 20,000/year

DEADLINE AND APPLICATIONS SUBMISSION

The application period will close on the 7th December 2019.

Send your CV with a list of scientific publications, documents required in the general basis and a Cover Letter to secretary@iaac.net with this subject: "JOB APPLICATION- Events and Community Development Coordinator for REFLOW + FOODSHIFT".

The selection process will be carried out in: <https://iaac.net/eu-projects-job-offers/>

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