

Project Assistant (m/f/d) for international art platform on a part-time basis

Sculpture Network is an international non-profit association with over 800 members in around 40 countries. We bring together 3D art lovers in the sculpture scene, from artists to curators to galleries to museums, and stimulate discussion and exchange about three-dimensional art on our website and at our face to face live as well as digital events.

In order to be able to cope with the diverse tasks involved, we are looking for you to strengthen our team.

This is what you bring with you:

- Working experience in the cultural or non-profit sector
- Proven interest in art, culture and networking
- Strong communication skills and openness
- Organisational talent and problem-solving orientation
- Excellent knowledge of German and English
- Skilled in MS Office (Word, Excel, Power Point, Outlook)
- Social media affinity
- Preferred basic experience with CMS and CRM/newsletter systems as well as willingness to familiarize yourself with new programs, open minded for digitalization

This is what you can expect:

- A wide range of tasks in the area of ICT, administration and member care
- Support in content creation as well as event organization, communication with partners, volunteers and freelancers
- A small and motivated team
- An exciting and varied field of work in an international environment
- The opportunity to help shape the organization
- An inspiring network
- Time flexibility
- The possibility to work from home

Remuneration: by arrangement

Type of employment: part-time (10 to 15 hours per week), limited until November 2026.

Start date: immediately or by agreement.

Would you like to help us inspire people for the art of sculpture? Then we would like to get to know you! Please send your complete application documents in English as one pdf file (max. 5 MB) to ilaria.specos@sculpture-network.org .

For further information please contact Project Manager Ilaria Specos at +49 89 516 897 91.

Munich, 21.10.2024