

JOB OPENING

MANAGER PUBLICATIONS AND ARTS – MATERNITY COVER (m/f/d)

ABOUT THE NEW INSTITUTE

THE NEW INSTITUTE is a mission-driven Institute of Advanced Study and a Platform for Change. It was founded in response to the urgent ecological, economic, and political challenges of our time. THE NEW INSTITUTE is located in Hamburg and will bring together a community of globally concerned thinkers and practitioners from academia, the arts, activism, media, business, and politics to develop powerful visions to fundamentally reshape society.

THE ROLE

We are looking for a full-time Manager Publications and Arts with several years of experience in publication management, editorial work and an affinity to the field of arts and culture. The Manager will play a key role in conceptualizing and coordinating THE NEW INSTITUTE's publications and overseeing the media projects at THE NEW INSTITUTE. The job is limited to one-year, starting mid-July 2022, and can possibly be prolonged.

YOUR RESPONSIBILITIES

- Coordination and conceptualization of online and print publications
- Publication management and budgeting
- Production and distribution of all publications
- Production of editorial work, texts and interviews with a focus on contemporary art
- Coordination and overview of media projects
- Internal and external communication of media activities
- Communication and interface with program management
- Support onboarding and integration of Arts Fellows
- Support integration of arts and culture at THE NEW INSTITUTE

OUR REQUIREMENTS

- Master in Communication, Arts and Cultural Studies or related field
- Proven experience in publication management and conceptualization
- Leadership skills with experience in project coordination and budgeting
- Interest in arts, culture and design
- Familiarity with the field of creative and cultural institutions
- Experience working with people from the creative scene and artists
- Communication, editorial and writing skills
- Intellectual curiosity and familiarity with current societal, political and economic debates
- The work of THE NEW INSTITUTE is interdisciplinary, trans-sectoral and impact-oriented – the experience and qualifications of the representative should reflect this ambition
- Independent and reliable way of working, be able to react spontaneously and adapt to changing circumstances
- Excellent English skills, German skills desirable

The position will be based in Hamburg.

Please email your application, consisting of a cover letter “Why THE NEW INSTITUTE?”, certificates, references, résumé, salary expectations and earliest possible start date in a single PDF document to jobs@thenew.institute. Any questions can be directed to Antonia Lagemann, Manager Publications and Arts.

THE NEW INSTITUTE encourages diversity in the workplace. All qualified applicants will receive consideration for employment without regard to race, ethnic origin, gender identity/expression, age, religion, disability, sexual orientation or any other characteristic protected by law.