

Open position: **CO-CEO at EIT Culture & Creativity**

About EIT Culture & Creativity

EIT Knowledge and Innovation Communities are designed as pan-European partnerships that bring together business, research centres and universities with the aim to tackle global challenges Europe faces, e.g. in Climate, Raw Materials, Urban Mobility or Manufacturing. For more please visit www.eit.europa.eu. The European Institute of Innovation and Technology (EIT) designated EIT Culture & Creativity in 2022 to become the knowledge and innovation community for the Cultural and Creative Sectors and Industries (CCSI).

EIT Culture & Creativity's **mission** is to provide interventions to CCSI and sector-specific challenges in education, innovation and business creation and foster interdisciplinary and cross-sector collaboration. In this way, EIT Culture and Creativity unlocks the innovative potential of its fragmented ecosystem, contributing to Europe's triple transition and accelerating competitive and resilient cultural and creative entrepreneurship. We will focus on the following priority areas, each having its unique challenges and a need for intervention while representing a significant share of the EU CCSI workforce and revenue: Architecture, Audiovisual, Cultural Heritage, Gaming and Fashion.

To represent the diversity of the CCSI stakeholders, from profit to non-for-profit organizations, EIT Culture & Creativity set up a two-strand governance under German law: A non profit association (EIT CCSI e.V.) and a Limited Company (EIT Culture & Creativity GmbH), both legally registered in Cologne.

The EIT Culture & Creativity delivers its 7-year Strategic Agendas with the support of the EIT funding, however they are expected to become financially sustainable after the maximum funding time of 15 years, therefore the EIT CC defined a financial sustainability strategy to generate additional revenue from different income streams and shareholdings.

For more please visit www.eit-culture-creativity.eu.

EIT Culture & Creativity now invites applications for the position of:

CO-CEO

Full-time position at the EIT Culture & Creativity (German GmbH) Headquarter in Cologne, Germany.

About the position

The CO-CEO is member of the Board of Managing Directors of the EIT Culture & Creativity. The CO-CEO is responsible for providing strategic leadership and ensuring the financial health and long-term financial sustainability of the company.

In this critical role, the successful applicant has a deep understanding of managing public and private financing of multi-national organization and partnerships and thinks strategically to balance a business mindset with societal impact commitment. He facilitates thus the development of both the EIT Culture & Creativity GmbH as well as the EIT CCSI e.V.

The candidate has distinctive leadership skills and is an effective communicator to the external funders and investors as well as partners of the EIT Culture & Creativity, fosters a culture of collaboration, teamwork with empowerment and empathy aligned with the values of EIT CC GmbH.

The candidate has strong foresight, problem-solving and decision-making skills. This role requires a leader who can not only manage finances and investments, but lead a business to be financially resilient in the course of difficult times and changing frameworks.

CO-CEO responsibilities include shaping the financial strategy and business models of the EIT CC GmbH, managing its financial resources (public grants as well as private financing) effectively and risk averse, and ensuring alignment between financial, investment and operational activities across all parts of the organization. The CO-CEO and finance team of the EIT CC GmbH supports and provides services for the financial strategy, management and accounting of the EIT CCSI e.V. to avoid double structures and/or teams in finance.

The successful candidate will operate as part of the Board of Managing Directors (BMD) under the Rules of Procedures, set by the Supervisory Board (SB) of the EIT Culture & Creativity, to ensure financial decisions foster the overall business development. The BMD reports to the SB

This entails establishing precise KPIs (Key Performance Indicators) and fostering a culture of teamwork, proactive and creative problem solving and accountability for the EIT CC GmbH and EIT CCSI e.V.

The successful candidate will also play a crucial part in creating, developing and implementing the KICs Strategic Agenda and Business Plan by offering financial and controlling guidance to drive ongoing development and guide decision-making.

Specific responsibilities of the CO-CEO include but are not limited to:

Strategic & Leadership Responsibilities

- Strategic Planning: Play a key role in the company's strategic planning by providing industry knowledge, expertise, leadership, and financial analysis to support the company's growth and profitability.
- Financial Leadership: Lead, continuously develop and manage the company's financial sustainability strategy and mechanism, including the services for the EIT CCSI e.V.
- Operational Leadership: Provide leadership and direction to the operational departments within the organization, and ensure that these are working efficiently and effectively to meet the company's objectives and to contribute to the company's overall success. Lead the implementation of the organisational strategy and plan to achieve the organization's goals in compliance with International Standards and the EIT AntiFraud Strategy.
- Team Management: Lead the finance and operations team and provide guidance and coaching as well as control and empowerment to its team members to contribute proactively to the company's financial sustainability and operational capacity. Engage actively to build a collaborative and diverse team across the whole company built on EIT Culture & Creativity values.

Responsibilities

- EIT Specific Responsibilities & Compliance: Lead the delivery of financial reporting to EIT for the EIT grant, align cost reporting with EIT Grant requirements and KPIs.
The CO-CEO ensures a financially sustainable organization with multiple revenue streams, transparency regarding the financial ramifications of strategic decisions. Lead on effectively communicating EIT Culture & Creativity's financial sustainability strategy of EIT CC GmbH and EIT CCSI e.V.
- Financial Planning and Analysis: Lead on developing and implementing financial plans, budgets, and forecasts that support the EIT CC GmbH and EIT CCSI e.V. goals and objectives. Provide strategic advice to other senior executives on operational and financial matters that impact the company's strategic direction.
- Oversee for the EIT CC GmbH and the EIT CCSI e.V. the execution of the financial strategy, delivering monthly, quarterly and yearly budgets, cash flow reports, financial statements, balance sheets, forward-thinking strategic projections, and monitoring mechanisms for revenue generation and budget expenditure. Ensure effective management and safeguarding of corporate assets.
- Risk Management: Lead on identifying and mitigating financial risks that could impact the company's profitability, financial stability, or financial credibility reputation. Insure proper documentation and decision-making processes on risk management. Work closely and inform timely with other executives and functional leaders to develop risk management strategies.
- Financial Reporting and Compliance: Lead on ensuring that the EIT CC GmbH and EIT CCSI e.V. financial statements and reports are accurate, complete, and comply with all applicable accounting standards and regulations. Lead on annual audits for the group including its subsidiaries across Europe. Provide a monthly finance report to the BMD, Executive Board and Supervisory Board.
- Capital Management: Building the company's capital structure and ensuring that the company has sufficient capital to invest from Non EIT sources.
- Develop and Lead the Shareholding Strategy: Ensuring that companies receiving private investments or public grants (EIT and Non-EIT) provide long term financial sustainability and become a strong base for shareholdings of the EIT Culture & Creativity.
- Lead on developing and implementing additional (Non-EIT) financing instruments and external fundraising for the sector from EIT Culture & Creativity GmbH. Lead on private and public funds to set up EIT Culture & Creativity managed VC funds for the sector
- Stakeholder Management: Lead on all stakeholder management relating to finance function e.g., funders, auditors, bankers, statutory bodies, regulators etc. and
- Engagement with partners of the EIT CCSI e.V. or the EIT CC GmbH must embrace the full diversity of types of players.
- Management of the centrally steered finance system: Lead on ensuring all finance functions are working effectively for the EIT CCSI e.V., the EIT CC GmbH and all its 6 subsidiaries in 6 nations, on consolidation of subsidiary accounts and compliance with national regulations and on monitoring external service providers and their KPIs (e.g. Netsuite, Travel & expenses, Payments, KYC, tax advisors, banks).

- Governance of EIT CCSI e.V. and EIT CC GmbH: Lead on Finance & Audit Committee meetings, liaising proactively and transparently with the Executive Board and Supervisory Board and leadership team members as/when required, to provide foresight and solving challenges before they become problems.
- Strengthen Efficiency: Evaluate and improve agile operational processes to enhance productivity, streamline workflows, and reduce costs. They may implement new technologies, methodologies, or best practices to drive operational excellence across the organization.
- Performance Monitoring and Reporting: Monitor the KIC key performance indicators (KPIs) and metrics to support the company's operational performance and generate regular reports and presentations to assess progress against goals and identify areas for improvement.

Requirements

Indispensable requirements and personal specification to apply to the vacancy:

- Minimum of 10 years' experience in a CEO, CFO, COO or Senior Finance or Operations role in organizations with activities and/or subsidiaries in Europe. One of the organizations or projects should have exceeded a turnover or budget of at least 15 MEUR in one year between 2014 and 2024.
- Academic qualification: Master's or MBA level in finance, economics, or business administration
- Proven track record in creating and executing financial strategies that focus on innovation and growth.
- Thorough understanding of and experiences with German law and regulations in finance, accounting and tax as well as GmbH and Non-Profit legal rules, of budgeting, forecasting, and planning processes in a dual governance of non for-profit and for-profit structures with a proven track record in implementing this knowledge into successful financial systems and operations.
- Confirmed experience of working also with public grants alongside private financing instruments, as well as experience with income diversification in public-private partnerships and or dual governance structures of non for-profit and for-profit legal entities. Experiences with the European Framework Programme for Research & Innovation and/or Creative Europe should not be older than 5 years.
- Profound experience in finance controlling and accounting with hands-on mentality.
- Knowledge in Enterprise Resource Planning (ERP) systems
- Excellent written and verbal communication and presentation abilities in English. Good knowledge of German is an advantage.
- The candidates should become residents in Germany within a reasonable time frame after a potential selection and be present in the HQ in Cologne according to the EIT CC standards for home office work (at least 3 days of work per week in the company office in Cologne, in the first year 4 days).

Further requirements

- Proven ability to think strategically and implement new performance improvement measures and work processes, with experience managing dispersed multinational teams.
- Proven experience and familiarity with the use of technology-based solutions for finance and investment functions
- Experience of working in Cultural and Creative Sectors and Industries is helpful, but not mandatory.
- Growth mindset; highly adaptable, flexible, and resilient: able to work effectively in ambiguity and complexity and to respond dynamically to change.

We offer:

- a competitive payment between 120.000 and 150.000 Euro per year including a bonus based on overall performance and project specific performance with a yearly appraisal scheme.
- a managing directors service agreement under German law.
- an opportunity to shape a company from the start as it is being built, straight internal communication, low hierarchies, and a European mission to work for.
- an energetic atmosphere with transparent structures and a dynamic and growing team
- modern and well-located office facilities at the Media Park in Cologne.
- Expected start as soon as possible, at the latest in September 2024.

Location

The position is based in the EIT Culture & Creativity head office in Cologne (Germany). The Co-CEO is expected to be present in the HQ according to the EIT Culture & Creativity standards for home office work (at least 3 days of work per week in the company office in Cologne, in the first year 4 days per week).

Diversity & Inclusion

EIT Culture & Creativity aspires to be an equitable and inclusive community. We nurture an open culture, where everyone is supported to fulfil their potential. We see inclusivity of talent as the basis of our success, and the diversity of perspectives and people as a highly valued outcome. EIT Culture & Creativity provides equal opportunities to all employees and applicants regardless of gender identity or expression, sexual orientation, religion, ethnicity, age, neurodiversity, functional impairment, citizenship, or any other aspect which makes them unique. We look forward to welcoming you to our community.

Selection Process

A Selection Committee of experts will be appointed to carry out the evaluation of applications submitted. Please note that the Selection Committee's internal proceedings are strictly confidential for avoiding conflicts of interest.

Shortlisted candidates are invited to virtual interviews in the first round and to a personal interview in the

next round at EIT Culture & Creativity with the Selection Committee. Candidates may be asked to provide proof of qualifications, background, skills, and experiences by providing relevant documents.

Appeals to the decision of EIT CC selection committee can be filed according to the “EIT CC Hiring Appeal Process” as published on the EIT CC website.

Privacy note

Data protection is secured according to the European General Data Protection Regulation GDPR (Directive 95/46/EC). The applications will be stored by EIT Culture & Creativity online, and will only be shared with individuals involved in the selection process.

Applicants can be contacted by EIT Culture & Creativity and/or applications can be considered for other jobs at EIT Culture & Creativity as well as former and current job vacancies published by EIT Culture & Creativity.

Conflict of Interest

In case of potential conflict of interest, the applicant as well as members of the Selection Committee are obliged to announce this circumstance immediately, latest at the beginning of the interview. The member of the Selection Committee affected must then abstain from interviewing and voting on the respective candidate.

Application process and additional information

A complete application should consist of

- (i)** Europass Curriculum Vitae
- (ii)** a motivation letter describing briefly how you meet the criteria outlined and your vision for the role (no longer than 2 DIN-A4 pages).

The application should be sent via e-mail to: hr2024@eit-culture-creativity.eu with subject header “HR2024 CO-CEO EIT Culture & Creativity – surname_name”.

Format: CV and motivational letter in two separate files.

File name: Name the files according to the model “EITCC_CO-CEO_surname_name_CV” and “EITCC_CO-CEO_surname_name_ML”. Maria Novak would name the file, EITCC_CO-CEO_Novak_Maria_CV or ML.

Important: the application should be written in English. Only complete applications will be evaluated (full curriculum vitae and motivation letter, in two separated files)

The job vacancy will be open until 20th of May 2024 at 01:00 pm CET.

For questions regarding the application process, please contact: bernd.fesel@eit-culture-creativity.eu
Would you like to learn more about the EIT Culture & Creativity, visit www.eit-culture-creativity.eu.