

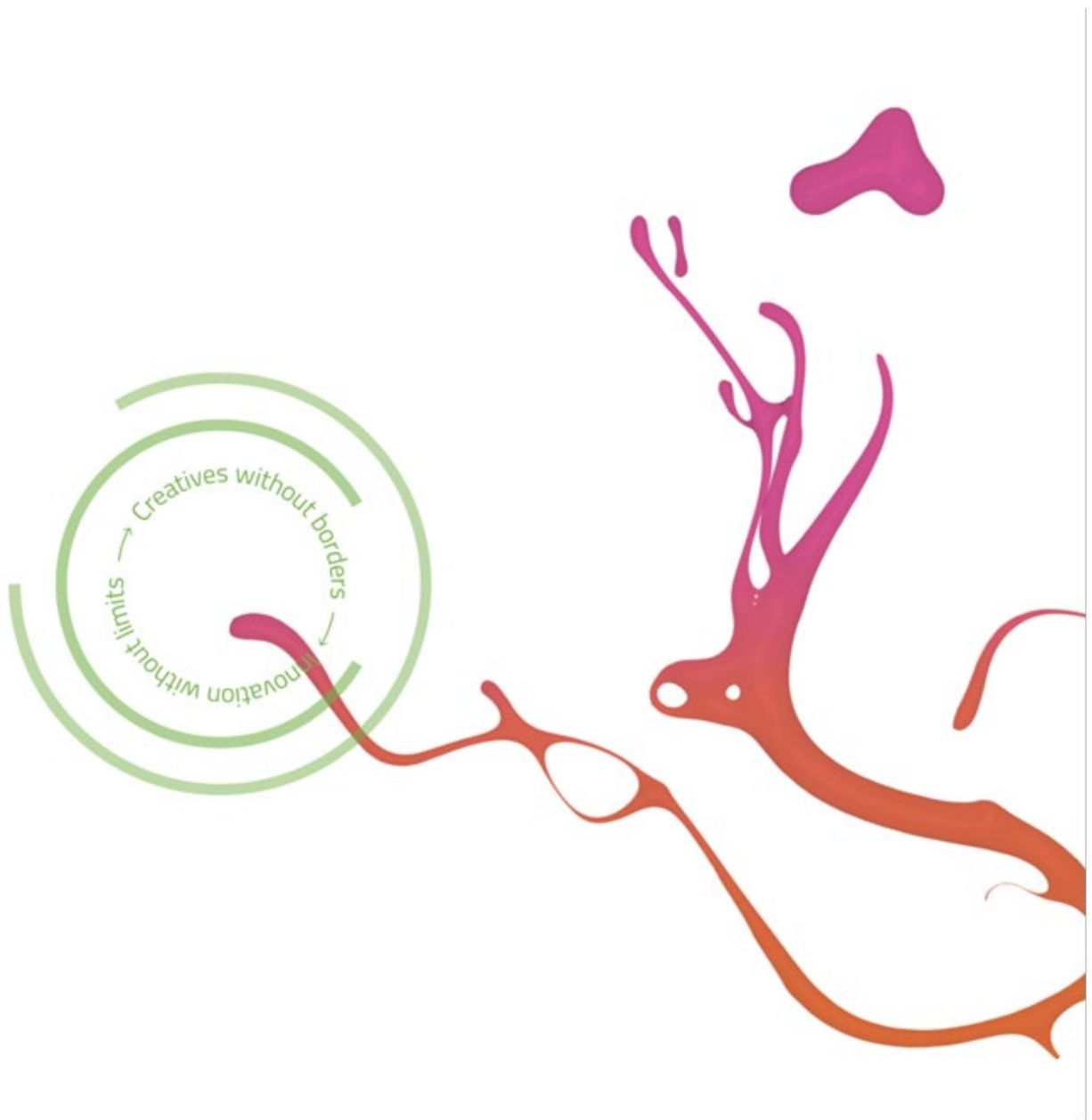
Vacancy

Business Development Manager

EIT CC Co-Location Centre

SouthEast & Alps,

based in Vienna



ABOUT EIT CULTURE & CREATIVITY GmbH

EIT Culture & Creativity GmbH is operating the European Institutional Partnership for the Cultural and Creative Sectors and Industries, initiated and supported by the European Institute of Innovation and Technology (EIT), potentially for up to 15 years. It is a Knowledge and Innovation Community bringing together universities, research organizations, businesses and cultural institutions designed to strengthen and transform Europe's Cultural and Creative Sectors and Industries (CCSI). Through its programmes and investments, it supports novel masters and vocational training, innovative services and products as well as SMEs, large companies and organisations to scale and better compete in global markets.

The vision of EIT Culture & Creativity is to fundamentally change the CCSI towards new understandings of competitiveness, resilience, and sustainable economic growth. We are building a multi-stakeholder, culturally diverse, and inclusive organisation to support a vibrant Innovation Community for the creative and cultural industries and sector. Join our dynamic international team and contribute to the growth and development of the Cultural & Creative Sectors & Industries in Europe.

EIT Culture & Creativity GmbH (EIT CC) now invites applications for the position of:

BUSINESS DEVELOPMENT MANAGER

A FULL-TIME POSITION AT THE EIT CULTURE & CREATIVITY Co-Location Centre SouthEast & Alps

ABOUT THE POSITION

The EIT Culture and Creativity Co-Location Centre SouthEast & Alps (EIT CC CLC-SEA) is looking for an Officer to who deliver services to its stakeholders in the SouthEast & Alps region and develops pro-actively business opportunities and generate income streams for the Co-Location Centre SouthEast & Alps. Furthermore, the officer supports the Director of EIT CC CLC-SEA in administrative tasks, such as reporting, monitoring and communication, and in engaging with stakeholders. He supports the director in managing the partnership community and wider ecosystem in the countries covered by CLC-SouthEast Alps. The EIT CC CLC-SEA territory includes Germany (South), Bavaria, Swiss, Austria, Czech Republic, Slovenia, Croatia, Serbia, Kosovo, Bosnia and Herzegovina, Montenegro, and North Macedonia.

The Business Development Officer is delivering the EIT CC value proposition and rolling out the service of the EIT CC in general as well as regional specific services of the EIT CC CLC to respective target groups to contribute to the impact goals, the pathway to impact and the KPIs of a.) the EIT CC Strategic Agenda 2024-2027 and b.) of the EIT CC CLC-SEA Agenda 2024-2027.

The Business Development Officer is in charge of harnessing and developing stakeholder relations to generate income from services provided by the EIT CC CLC or by the EIT CC, including signing up to the EIT CC membership, EIT CC regional committee or EIT CC sponsorship. Additionally, the Business Development Officers generate income from regional and local stakeholders to support

local innovation programs organized by the EIT CC CLC SEA. To do so, he is in charge to roll out the services of the EIT CC and EIT CC CLC SEA to respective target groups in the CLC region.

The Business Development Officer focuses on relations with businesses, especially the EIT CC supported startups and scaleups in the CLC region, supporting their development, keeping contact, e.g. as board observer, and supporting the CLC Director in negotiations on long term partnerships, Simple Agreement for Future Equity (SAFE) or shareholding agreements.

The Business Development Officer is the regional contact point for the incubation and acceleration programmes of the EIT CC, e.g. supporting the regional pitching event, and for the Investment Network of the EIT CC, e.g. scouting private, public or philanthropic investor for the EIT CC impact goals.

You will contribute to strengthening EIT Culture and Creativity's equity and portfolio strategy by increasing the awareness, visibility and understanding of EIT Culture and Creativity's activities in the business and industry community of the EIT CC CLC, especially some 500.000 CCI companies in the CLC territory. You will represent the EIT CC CLC SEA e.g. at business events and fairs in the whole CLC region.

Working within the EIT CC partnership, you will assist local SMEs, companies and creative talents in accessing the EIT CC Network, thereby helping local stakeholders build partnerships for European consortia. Additionally, the Business Development Officer must demonstrate a proven track record in applying for European funds and successfully managing European-funded projects.

An analysis of the potential target groups for the EIT CC partnership which prioritises to win as partners first large companies and organizations as well as SMEs from architecture, fashion, cultural heritage, audio-visual, media, and gaming. You will bring together education, research, business, and public institutions and support the effective integration of Knowledge Triangle in all activities. Furthermore, you will support, across departments, initiatives and activities of other programs and the Co-Location Centres in the EIT Culture & Creativity.

To succeed in this role, you must have a comprehensive understanding of financial sustainability and commitment to commercialization of EIT CC supported activities, services, or organizations; hereby an experience of the Cultural and Creative Sectors and Industries in at least one of the CLC territories is helpful. It is your aim to build a business minded EIT CCSI community.

You should be committed to building a learning organization and an international, dedicated, and experienced team and department for engagement & services. You should be a highly effective communicator and team player, possess strong problem-solving and decision-making abilities, and be focused on generating leads and closing deals. As a key position at the EIT Culture and Creativity CLC SEA, this is an opportunity to make an impact for competitiveness, entrepreneurship, and responsible growth in Europe!

MANDATORY REQUIREMENTS:

- At least 3+ years of project management experience, in the management of innovation and community building.
- At least 3+ years of experience within a business development role
- Experience in working in an European, multi-stakeholder environment.
- Well-developed communication skills
- Pro-active and self-starter attitude
- Independent worker but team player/Team player mindset with a focus on contributing to overall success in an international environment.
- Strong analytical thinking combined with creativity.
- Experience managing projects co-funded with European public funds is mandatory.
- Documented track record in networking with companies, developing leads, closing deals and agreeing on long term business partnerships.
- Documented track record in building start-up ecosystems and supporting innovation projects/businesses and their successful commercialization in European or global markets.
- Documented success in programme development to support SMEs in greening and circular economy efforts.
- Practice in agile administration, open innovation processes and collaborative project management including accustomed use of standard IT Tools.

DESIRED REQUIREMENTS:

- Entrepreneurial track record and SME or industry experience.
- Experience in building interdisciplinary and European teams.
- Experience with Horizon Europe, Erasmus plus, Interreg, CreativeEurope, New European Bauhaus or equivalent national programs, if as evaluator, expert, or applicant.
- Experience in multi-national consortia, its internal processes, and requirements for exact reporting.

SOFT SKILLS:

- Excellent verbal and written communication skills in English.
- Excellent time management skills, the ability to prioritise effectively, capacity of dealing with tight deadlines.
- Proactive orientation on solutions in complex processes, and iterative improvement mindset, e.g. design thinking, business model canvas, agile project management.
- Attention to and passion for detail and thoroughness, patience, and empathy in stressful situations.
- A good balance of risk taking and judgement.

WE OFFER

- A competitive payment with bonus and appraisal system.
- A participating in building a company with ambition to contribute to the future of Europe.
- Fast and flat processes, straight internal communication, low hierarchies, and freedom to operate.
- A transparent organization within a dynamic and friendly team at modern and well-located office facilities.

LOCATION

The position is based in the EIT Culture & Creativity Co-Location Centre SouthEast & Alps (CLC SEA) office in Vienna (Austria) with at least 3 days present in CLC SEA office. Remote work is possible according to the company policy. Extensive travel availability is possible, but not the rule.

REPORTING

The Business Development Officer will report to the Director of the EIT Culture & Creativity CLC SEA

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 CLC-SEA with the Selection Committee. Candidates may be asked to provide proof of qualifications, background, skills, and experiences by providing relevant documents.

Candidates can be also invited for interviews on other now, formerly open or in future open job vacancies of the EIT Culture & Creativity.

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 in charge of this hiring service and will only be shared with individuals involved in the selection process.

APPLICATION PROCESS AND ADDITIONAL INFORMATION

A complete application should consist of:

- I. Europass Curriculum Vitae, Europepass CV <https://europass.europa.eu/en/create-europass-cv>.
- 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: [hiring@eit-culture-creativity.eu](mailto: hiring@eit-culture-creativity.eu) with subject header “Business EIT Culture & Creativity CLC-SEA – surname_name”.

Format: CV and motivational letter in two separate files.

File name: Name the files according to the model “EIT CC_CLC-SEA_Business_ surname_name_CV” and “EIT CC_CLC-SEA_Business_ surname_name_ML”.

For example, Maria Novak would name the file, EIT CC-SEA_Business_Novak_Maria_CV or ML.

Important: The application should be written in English.

Only complete applications will be evaluated with

- full curriculum vitae
- motivation letter, in two separated files)

Please name your salary expectations.

The job vacancy will be open until 25th of July 2024 at 01:00 pm (CET).

For questions regarding the application process, please contact [hiring@eit-culture-creativity.eu](mailto: hiring@eit-culture-creativity.eu)
Would you like to learn more about the EIT Culture & Creativity, visit www.eit-culture-creativity.eu.
Take lead in this exciting journey. Send us your application now!

Disclaimer

The document, dated 03 July 2024, might be subject to change; all changes will be made visible in future versions.