



The Haute Ecole des Arts du Rhin is the school of a river, the school of a territory, the school of an era in turmoil. It welcomes 750 students in higher arts education courses, preparing for Bachelor's, Master's and Doctorate degrees in visual arts, music, communication and design, in 20 specialties. Today, HEAR is spread over several sites in Strasbourg and Mulhouse, inheriting the history of the Ecole des Arts Décoratifs and the Conservatoire de Musique in Strasbourg, and that of the Ecole des Beaux-Arts in Mulhouse. It organizes events every week - exhibitions or concerts, symposia or festivals, conferences or performances - on its own premises (including La Chaufferie, an exhibition space located just a few meters from the main building) or elsewhere in Alsace, France or abroad: HEAR sees itself as a porous school, open to and enhanced by its many partners, both national and international.

More information at www.hear.fr

The company is currently looking for a:

INTERNATIONAL RELATIONS MANAGER **full-time (35 hours/week)**

Application deadline: 04/12/2024

Scheduled interview date: **December 12, 2024**

Type of recruitment: Civil servant or non-tenured public employee

Position size: **Attaché territorial**, to **Attaché Principal**

Duties and responsibilities:

Working as part of the management team and under the authority of the Director General, the **Head of International Relations** at the Haute école des arts du Rhin is responsible for the following tasks and activities:

- He/she manages the international relations department and, with his/her team, implements all of HEAR's international activities as defined in the school's project, for all its Art, Music, Communication and Design options, in Mulhouse and Strasbourg;
- As a member of the extended management team, he/she contributes to defining and implementing the international strategy of the entire establishment - to support HEAR in its project as an art school on the Rhine, a European and international river;
- He/she drafts or co-drafts responses to European and international calls for projects, then oversees their implementation by integrating into his/her team the resources required;
- He/she builds and monitors the establishment's IR budget, and contributes to the implementation of new funding, in particular by preparing national and European grant applications (Interreg, ERDF, etc.);
- He/she manages Erasmus+ funds: grant application, contract monitoring, credit management, interim and final reports.
- Working with his/her department and teaching teams, he/she develops the international dimension of teaching and/or research projects, as well as artistic projects, wherever possible. He/she may also be directly responsible for their follow-up (twinning, cross-residencies, etc.);
- He/she contributes to increasing the number of foreign students, guest lecturers and teachers at HEAR, in collaboration with the teaching staff and those in charge of schooling services;
- He/she contributes to HEAR's international diplomacy and regularly organizes and promotes the school abroad;
- He/she maintains and develops the networks of HEAR's international partners, and organizes HEAR's presence in international networks (ELIA, AEC, Cumulus, etc.);
- He/she is in charge of the establishment's hospitality policy, and with his/her team, organizes or co-organizes the reception of artists in exile (PAUSE program) or displaced students (MENS network).
- He/she contributes to the development of a "local" international policy by helping to forge closer links with communities that, although close to HEAR, are bringing with them other ends of the world.
- He/she encourages all teams to take on board the international challenges of the school's project: in conjunction with the HR department, he/she designs and implements a cross-functional language and intercultural training plan, encourages staff (teaching and administrative) to embrace international mobility, etc.;
- Monitors the international dimension of all HEAR's internal and external communication tools.

SUBJECTS :

- Regular travel in Mulhouse ;
- Frequent national and international mobility;

- Exceptional evening or weekend interventions;
- Priority is given to taking leave during school vacations.

PROFILE REQUIRED:

- Master's degree in international project management;
- Professional experience in international cooperation;
- Experience in fund-raising and European grant applications;
- Professionals from the cultural sector and/or higher education;
- Has an interest in teaching and artistic creation.

Knowledge

- Knowledge of the French higher education system, particularly in art and music;
- Knowledge of foreign education systems, particularly German and Swiss;
- Detailed knowledge of the European cultural and artistic field;
- Knowledge of European and international cooperation regulations and the international project financing system;
- Bilingual English required, and German preferred (other language skills appreciated).

Know-how

- Ability to manage diverse teams from different professional backgrounds (Art, Music, Design, Communication, Higher Education, etc.).
- Ability to manage complex projects and to prepare and monitor budgets and grant applications;
- Ability to develop and maintain partnerships;
- Writing skills ;
- Ability to analyze and synthesize ;
- Ability to carry out diplomacy and to maintain and develop an ecological international policy.

How to be

- Interpersonal skills; teamwork;
- Organizational skills, rigor, availability, listening skills and discretion;
- Initiative, autonomy and versatility;
- Interest in public policy on emancipation and contemporary societal issues;
- Creativity, responsiveness and availability.

Additional training :

- Languages
- Project management
- Screen work
- VSS awareness
- Fire

Additional comments :

Position requires a high degree of versatility and responsiveness
Time off can only be granted during school vacations.

Place and department of employment: Strasbourg site.

Working hours: 35 hours per week

Applications must include :

- Curriculum Vitae,
- Cover letter.

They should be sent by e-mail to: **ressources.humaines@hear.fr**

Additional information:

Human Resources Department

mail: ressources.humaines@hear.fr / tel: 03 69 06 37 87 (Tuesday to Thursday)