

BMW Foundation Herbert Quandt
Job Offer

Network Organizer for Europe, Full-Time, Berlin/Munich

The BMW Foundation Herbert Quandt promotes responsible leadership and inspires leaders worldwide to work towards a peaceful, just, and sustainable future. Through our programs, networks, and investments, we provide a platform through which leaders can enhance their personal and professional responsibility and thus contribute to the achievement of the 2030 Agenda of the United Nations.

The BMW Foundation Responsible Leaders Network connects more than 1,300 Responsible Leaders across almost 100 countries, organized by regions. Every Responsible Leaders Network member commits to playing an active part in shaping the network. The **Regional Network Europe** is the largest and one of the most mature regional communities of Responsible Leaders. The Network is organized in the following regions:

- **Central and Northern Europe** (CH, DE, DK, EE, FI, IE, IS, LI, LT, LV, NL, NO, PL, SE, UK)
- **Southeastern Europe** (AT, AX, BA, BG, BY, CY, CZ, GE, GR, HR, HU, MD, ME, MK, MT, RO, RS, SI, SK, UA)
- **Southwestern Europe** (AD, BE, ES, FR, GI, IT, LU, MC, PT, SM)

To consolidate and expand the Regional Network Europe, as well as to foster coordination and dynamic exchange among the vibrant communities of European Responsible Leaders, the Foundation is seeking **3 Network Organizers** in full-time at the earliest possible starting date.

As part of the BMW Foundation's team, you represent the Foundation and support the implementation of its strategy in the respective region. The Network Organizer aims to build a community of Responsible Leaders, partners, and other relevant stakeholders in the region.

Your Role as Network Organizer

- Deep understanding of, and high identification with the BMW Foundation's organizational strategy and objectives, as well as their operative translation into action: You understand what the BMW Foundation is aiming to achieve, both short- and long-term, including awareness and implementation of the consequent demands and next steps in the regional network effort.
- Supporting and serving the regional network: You support the regional network in its development by managing initiatives, programs, interactions, and budget. You report on decisions and outcomes, and communicate solutions and demands from the region to the Foundation and vice versa.
- Elaborate knowledge about existing networks in the region: You have an in-depth knowledge about the region (political and economic situation, civil society, social innovation, stakeholders, media, etc.), understand cultural differences, and are open and willing to connect with and learn from the local/regional reality.

- Proven ability to activate networks/communities: You are experienced in building self-driven networks through an empowering approach.
- Willingness to be working and living in the respective region over a longer time period: The work of the organizer requires both medium- and long-term presence in the region (several months) with regular time spent in our German offices to connect with the BMW Foundation's team and relevant stakeholders.
- Excellent communication skills: You interact with stakeholders, represent the BMW Foundation in the region (writing documents, presentations, public speaking), and keep constant communication flows with the core roles in the Foundation as well as the team.
- Strategic planning and reporting skills: You use content, data, and research to make decisions about the future of the regional work (in alignment with the BMW Foundation's strategy, and with the support of the internal team and regional network). Your reports are compliant with internal standards, expectations, and reporting lines.
- Curiosity and openness: You are enthusiastic to meet people and organizations, thus developing and cultivating relationships that advance the BMW Foundation's goals.
- Flexibility and self-management: You develop a flexible work routine, managing different time-zones and coordinating the needs of the Foundation and the regional network.

Your Profile

- You hold a Master's Degree in a field connected with the desired profile.
- You have at least 5 years of relevant international work experience, preferably with non-profits or social businesses, and are trained in project management.
- You are fluent, both in speaking and writing, in German, English and in one or more relevant regional native languages.
- You have a passion for connecting people and proven experience in building communities and networks.
- You understand and respect institutional requirements, reporting lines, and processes.
- You are an entrepreneurial-minded and results-driven collaborative person who is familiar with working in cross-functional teams.
- You have the ability to work independently, handle multiple projects with various deadlines and priorities, and exercise good judgment.
- You are self-organized, solution-oriented, and capable of managing conflicts with flexibility.
- You are mobile and willing to travel a lot and regularly.
- You have very good knowledge of Microsoft Office tools and preferably experience with web-based project management software (i.e., Trello).

What We Offer

- An 18-month contract with the intention of turning it into a permanent contract at the end of this period.
- An adequate remuneration in the form of a fixed monthly salary.
- A challenging, self-dependent job in a globally established foundation.
- A friendly working climate in a highly motivated and dynamic team.

Please send your full application in English at your earliest convenience, including your salary expectations and possible starting date, to Ms. Cristina Umani via hr-bfhq@bmw-foundation.org. For more information about the Foundation and its activities, please visit our website at <http://bmw-foundation.org>.