

About EIT Manufacturing:

EIT Manufacturing is an initiative of the European Institute of Innovation and Technology (EIT), a body of the European Union. To find out more, please visit www.eit.europa.eu

EIT Manufacturing is the leading pan-European community fostering innovation in manufacturing through a unique active ecosystem. With 170+ partners, EIT Manufacturing connects businesses, startups, academia and research institutions to make innovation happen. www.eitmanufacturing.eu

EIT Manufacturing now invites applications for the position of

Academic Entrepreneurship & Alumni Manager - EIT Manufacturing

Full-time position at the EIT Manufacturing Headquarter in Paris (Remote work possible)

About the position:

As our Academic Entrepreneurship & Alumni Manager, you will be responsible for co-creating and managing a new Pre-accelerator programme that leverages our student and alumni networks to connect talents and support them to start their entrepreneurial journey towards the maturity required to benefit from our Startup and Scaleup programmes. These talents come from our EIT Labelled Master and Doctoral Schools, as well as from non-degree trainings, hence, you will also be responsible for further developing and managing our EIT Manufacturing Alumni network.

Missions and key Accountabilities:

- Co-Create, launch and manage a new Education Pre-Accelerator programme, being accountable for enabling the emergence of startups from our education programmes
- Further develop and manage EIT Manufacturing Alumni network
- Prepare related documents and reports (budget workplan and budget amendments, KPIs, performance and cost reports, etc.).
- Coordinate with the Education Director and Team, to facilitate, drive and deliver integration efforts and strategies
- Organisation of events (workshops, webinars, pitching sessions, etc)
- Create awareness and disseminate projects results and achievements

Qualifications and experience:

- Master's degree - preferably in a STEAM or Business area
- Expertise in Entrepreneurship Education
- Experience in Startup Support
- Interest in the manufacturing sector (e.g. Industry 4.0/5.0) and European innovation
- Good command of IT tools (MS Teams, Office, and web collaborative tools)
- Fluent in English. Proficiency in additional European languages (French, German, Italian, Spanish, Portuguese) is a plus

Skills:

- You are creative and business savvy
- You have a proven ability for connecting with people
- You combine strong communication and listening skills
- Excellent communication skills both orally and in writing
- You have a strong sense of ownership with proven record of delivering results
- You are proactive, independent and trustworthy
- You respect timelines and deadlines
- Team player able to engage with employees with different backgrounds and culture
- You enjoy working in matrix-organizations and multinational remote teams
- You show a can-do attitude, and you are willing and eager to learn

We offer:

- A full-time, unlimited duration employment contract under French labor law.
- Flexible hybrid working environment
- Diverse team with colleagues from all over the world
- Strong network across manufacturing, academia, and startups in Europe.
- Opportunities for career growth and continuous learning.
- Meaningful work with a focus on sustainable innovation.

Location:

This is 100% remote position within France, Germany, Spain, Portugal, or Italy.

Equal opportunities:

EIT Manufacturing values diversity and applies policies of equal opportunities. We welcome applications without discrimination, on any grounds. Candidates considering their interests having been prejudiced by a decision in a selection process may request a review of, or launch an appeal against, the decision adversely affecting them.

Selection Committee:

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

Shortlisted candidates may be invited for an interview. Candidates may be asked to provide proof of qualifications, background, skills, and experiences by providing relevant documents.

Protection of personal data:

Candidates' personal data are processed as required by Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation). For more information, please check the privacy statement on recruitment available **Privacy Notice**.

Application:

A complete application should consist of

- (i)** a full curriculum vitae,
- (ii)** a covering letter describing briefly how you meet the criteria outlined and your vision for the role

The application should be sent via e-mail to: **hr.hq@eitmanufacturing.eu** with subject header **Academic Entrepreneurship and Alumni Manager**

The application should be written in **English**.

Only complete applications will be evaluated.

Closing date is 11/11/2024

For further information, please contact **hr.hq@eitmanufacturing.eu**

Please join us on this exciting journey. Send us your application now!