

Vacancy

Coordinator (40 – 50%)

The Swiss Design Network SDN is the board of all design research institutes in Switzerland. The SDN hosts international symposiums and workshops, publishes proceedings and is committed to the development of junior researchers. It develops infrastructures for researchers, serves as contact for decision makers and policy makers and facilitates international networking.

The SDN is looking for a coordinator to support its head office.

Location:	the position is located at the Bern University of the Arts BUA
Hours per week:	flexible
Closing date:	Friday, 14 March 2014
Interview date:	3 April 2014 in Zurich
Starting date:	1 June 2014 or later
Contract:	1 year appointment with the possibility of a renewal contract
Contact email:	marie-eve.vonallmen@hkb.bfh.ch

Relevant skills/experience:

- experience in cultural, project and event management
- research background in cultural and/or social studies
- ability to work independently
- networking experience
- excellent communication skills in English and German
- excellent skills in the managing of web platform, CMS and social media
- interest in design as cultural phenomenon
- located in Switzerland with a valid work permit