

## Head of International relations and activities (M/F)

**Fixed-term contract / 1 year**

### Company description

HorsLesMurs is the French national resource centre for the circus and street arts. Created in 1993 by the French Ministry of Culture, it develops missions that observe and accompany outdoor artistic practices through its commitment, in France and abroad, to knowledge, documentation, training, data, research and publications.

### Job description

Develops, in conjunction with the other HorsLesMurs employees, the international dimension of the structure's activities (publications, seminars, surveys, participation in networks, training...). Ensures, in all the structure's activities, complementarity with and attention to partnerships with organisations within the sector.

Principle tasks will include but are not limited to:

- Staying informed of the structuration of art in public spaces and circus arts in Europe and internationally (scouting actors and their projects as well as funding schemes) and finding ways to allow HorsLesMurs members to benefit from this information.
- Representing HorsLesMurs to different international networks and participating in information exchange.
- Seeking out funding opportunities and international partnerships that correspond with HorsLesMurs' projects.
- Developing relationships with foreign representatives in France in order to promote awareness of art in public spaces and contemporary circus, especially French actors.
- Advising any foreign actor wishing to work in France or with French actors.
- Advising any French actor wishing to work internationally.

HorsLesMurs is a founding member and general secretariat of the Circostrada Network. HorsLesMurs' head of international relations and activities is in charge of coordinating the network, and so, in concert with the network and its organisation, his or her principle missions include:

- Coordinating the annual activity programmes of the network,
- Representing Circostrada at all meetings to which he or she is dispatched,
- Supervising the missions implemented by the communication and production officer of the network,
- Researching into funding, compiling funding dossiers and assessments, making recommendations for creating balance between Circostrada's projects and its budgetary resources,
- Following and carrying out Circostrada's budget in association with the network's management,
- Serving as the network's interface for any current or potential members,
- Organizing and carrying out the network's general meetings in partnership with the hosting members,

- Coordinating tools for information exchange and public relations for the network's users (newsletters, website, mailing lists, publications) regarding the street and circus arts in Europe as well as internationally,
- Coordinating tools for information exchange and internal memos among network members: circulating proceedings from meetings, important dates for the network, supplying networking tools,
- Coordinating the collaborative internal work dynamic within the network,
- Encouraging partner relations with other networks and artistic sectors,
- Serving as a source of proposals for actions related to the network's directives.

### **Candidate profile:**

- Experience managing and organizing international projects
- Very strong background in and knowledge of support schemes for European and international projects
- Ability to work effectively with a team
- Strong skills in personal interaction and negotiation
- Ability to run international meetings
- Strong interest in artistic creation and cross-culturalism
- Fluent French and English
- Ideally: knowledge of circus creation and art in public spaces

### **Successful candidate will start**

January 4th 2016

### **Application deadline**

No later than November 20th 2015.

### **Duration of position**

1 year

### **Projected salary**

Gross monthly salary of 2900 euros.

Management position, in compliance with the French national collective bargaining agreement for artistic and cultural sectors.

### **Location**

Paris, with frequent travel in France and abroad

### **Company/structure website**

[www.horslesmurs.fr](http://www.horslesmurs.fr)

[www.circostrada.org](http://www.circostrada.org)

**Specifications**

Will involve much travel in France, Europe, and further abroad  
Includes somewhat frequent weekend obligations

**To apply**

**Send in English and in French a typed cover letter no longer than 2 pages and a curriculum vitae both:**

**by mail, to:**

HorsLesMurs – Centre national de ressources des arts de la rue et des arts du cirque

Julien Rosemberg

68, rue de la Folie-Méricourt

75011 Paris

**AND by email, to:**

[horslesmursinternational@gmail.com](mailto:horslesmursinternational@gmail.com)

For the first round of selected candidates, the initial interview will take place on December 3rd 2015. For the second round of selected candidates, the second interview will take place on December 10th 2015.

The interviews will be conducted in English and in French, and will take place at HorsLesMurs.