

Job title: Development and Sponsorship Coordinator

Mission

To manage the viable development of new projects aimed at increasing the profile and presence of Museo Picasso Málaga in Spain and abroad, via fundraising and/or other options. To coordinate the Museum's relations with sponsors and other groups of interest. The Coordinator will report to MPM's Artistic Director and its Financial Management Supervisor.

Main roles and accountabilities

- Develop and deliver external fundraising projects through collaborative agreements, sponsorships, institutional partnerships in the public and private sector, and other means of developing and/or financing projects.
- Develop key policy changes to help raise MPM's public profile and international presence, in line with its needs.
- Manage, follow-up and supervise compliance with sponsorship agreements and projects. Coordinate these tasks with the museum's marketing and communications teams, and any other departments involved, with a view to the successful delivery of projects.

Training, Skills & Profile

- University degree.
- MA or postgraduate qualification related to sponsorship and patronage management.
- Knowledge of the Spanish and international arts sectors and, in particular, the modern and contemporary art museum network.
- Knowledge of the legal framework for foundations and patronage.
- Fluent written and spoken Spanish. Other languages a bonus.
- Good presentation and report-writing skills.
- We are looking for a professional with good communication skills, who is up-to-date on the latest arts trends and scenarios, and on the challenges of the digital environment. Applicants must have a thorough knowledge of the arts, possess initiative, and be able to coordinate and work in multi-disciplinary teams.

Experience

- A minimum of three years' experience in a similar job involving securing arts sponsorships.

We offer

- Immediate start with a work contract.
- Applicants should email their C.V. to rrhh@mpicassom.org, quoting "*Ref: Coordinador DP*", as soon as possible. (Closing date: 20th February, 2015).