

# Community Host

Stellenausschreibung

## Impact Hub Munich

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The Impact Hub Munich is growing! We are looking for a highly talented person to join our core team and help us bring our Impact Hub to the next level.

Impact Hub Munich is a physical home for a diverse community of entrepreneurs, impact professionals, creatives, innovators, dedicated to driving sustainable change. Open since February 2013, Impact Hub Munich provides a unique space optimized for collaboration, learning, and making change happen. Over 120 members have joined since, working on innovative projects to tackle some of the most pressing societal challenges or simply pushing forward their entrepreneurial endeavors via innovative means.

Founded by a passionate team of entrepreneurs in 2012, Impact Hub Munich is part of a network of over 60 Impact Hubs on five continents. [Read more about the global network.](#)

And guess what: We are just getting started and are looking for you as our new...

## Community Host (full time)

### JOB DESCRIPTION / RESPONSIBILITIES

Impact Hub Munich is hiring a Community Host, who works in close coordination with our core team, manages a team of hosts and will be responsible for the area of hosting the Impact Hub's diverse community of members. Part of the Job is building a motivated team of Hosts for operational support. The range of responsibilities includes three main areas:

#### Hosting the Community

- Managing the introduction and onboarding of members into the existing Hub community.
- Strategically managing a community to increase the number of connections, the level of mutual support and the amount of collaboration among members.
- Co-Creating an event program that fuels the community with inspiration and hands-on knowledge for social change.
- Setting the strategic direction of the Hub's online member-platform to serve as an impactful tool for knowledge exchange and connections.
- Presenting the concept, space and community to potential members and guests

## Hosting the Space

- Facilitating the Members Experience inside the Impact Hub
- Managing the Space's daily duties with a team of Hosts
- Managing the Café Corner

## Hosting our Bookings

- Facilitating and taking care of our customers booking our space

## REQUIREMENTS

The perfect candidate will demonstrate these traits via previous relevant experience:

1. Ability to strategically analyze a community and identify acupuncture points to enable an increasing level of interaction and collaboration among the members.
2. Ability to inspire, motivate and activate people.
3. Demonstration of social/people skills.
4. Exceptional communication skills.
5. Excellent proficiency in German and English.
6. Ability to facilitate and host events with a diverse audience.
7. Knowledge and experience with entrepreneurship and social innovation (preferably through having been exposed to these environments for a prolonged period of time).
8. Ability and openness to communicate and engage with conversation partners from highly diverse backgrounds.
9. Affinity with technical tools that enable virtual community interaction.

## VALUES

Although skills and professional experience are critical components of success in this job, values alignment and a shared purpose are equally important. The successful candidate will be:

- passionate about topics such as social innovation, entrepreneurship and sustainability;
- demonstrating a strong service ethic and being prepared to lead by example;
- aware of how their behavior affects other people, locally and globally;
- eager to improve their professional and personal skills on an ongoing basis;
- knowledgeable about major global challenges (climate change, energy alternatives, food systems, transportation), and curious about practical solutions;
- quick to pick up new skills;
- excited to host equally, high-profile leaders and young, inexperienced entrepreneurs;
- personable and attentive to members' needs;
- able to prioritize and achieve many goals and tasks on a daily basis;
- comfortable suggesting new processes;
- fun-loving, with a great sense of humor;
- positive, calm and easy-going; stable and dependable under stress;
- empathetic with people from diverse global cultures;
- prepared and available for a minimum of a two-year work period.

## **HIRING PROCESS**

Please note that no exceptions will be made for these dates.

May 18: Applications Final Deadline

May 19 - 26 Selection

May 28: Job Offer

June: Job starts

## **COMPENSATION**

We are still in the founding phase and financial pockets are very tight. Hence the most we can pay in the beginning is 19k€ / Year. To put it in perspective: This is still more than the management earns. A rise in salary is linked to the overall development of our still young company. Compensation includes 5 weeks of paid vacation, health insurance, along with many subtle perks and benefits that come with providing excellent service to world-changing leaders. Access to the local and global Impact Hub network will be recognized as a significant benefit to the right candidate.

### **\*\*\* Please do NOT apply for this job if:**

- You are not sure you love Munich, and its unique culture;
- You expect us to relocate you from another city;
- The starting salary is below your realistic cost of living;
- You would have taken the "blue pill" from Morpheus, in the Matrix.

## **TO APPLY**

Please send a complete package, including a CV, cover letter and a list of references to Joscha Lautner at [Joscha.lautner@impacthub.net](mailto:Joscha.lautner@impacthub.net) with the word Impact Hub Community Host in the subject line.