



## JOB VACANCY AT EIT FOOD CLC South

### JOB TITLE:

#### **Startup Support Manager, CLC South**

*European Institute of Innovation and Technology (EIT) Food is a young and fast growing organisation focusing on entrepreneurship and innovation in the food sector. EIT Food is a start-up but has characteristics of a multinational and is operating in a European and international environment. You will be part of an international, dynamic and motivated team. The members of the EIT Food community are world-class players in the international food domain.*

### JOB DESCRIPTION:

*The Startup Support Manager will be responsible for ensuring the smooth running of the EIT Food business accelerator and incubation programmes in Bilbao, and responsible for the communication aspects of the entrepreneurial programmes. The candidate will work closely with some of Europe's best agri-food startups ensuring that they are able to disrupt our food system making it better for people's health and the environment.*

### JOB AND CONTRACT TYPE:

Full time and unlimited duration. Employment contract with the subsidiary company EIT Food Basque, S.L. under the Spanish labor law.

### LOCATION:

She or he will be based in the Co-Location Centre (CLC) South in Bilbao, Spain.

Business travel (up to 2 days per month) within Europe can be expected.

### MANAGER/SUPERVISOR:

You will report to the Business Development Manager of CLC South.

### EXPECTED START DATE:

The expected starting date is 1<sup>st</sup> quater 2019.



## MAIN DUTIES/RESPONSIBILITIES:

- Designing a programme to ensure the successful matching of selected startups with industry mentors.
- Responsible for the logistics of all the events held at the incubation and acceleration space.
- Design the strategic and operational communication plans and lead on all the communications from the incubation and acceleration programmes. Includes blogging, social media, advertising calls to join the accelerator.
- Helping selected startups navigate the tasks they need to complete to live and work in Spain (such as finding accommodation, getting NIE etc)
- Help administer participating startups spending of the EIT Food grant
- Manage the building that the startups are based in.
- Liaise with all necessary services to maintain the incubation and acceleration space (i.e. telecommunicatio, cleaners, decorators etc)
- Manage the communication with external experts and trainers brought in to support startups, and with the specialized media and prescriptors in the entrepreneurial area.
- Manage the budget for the incubation and acceleration space.

## KEY SKILLS AND EXPERIENCES:

### Qualifications

- Undergraduate degree or professional training related to entrepreneurship, innovation management and business management, including marketing and communication areas.
- University or professional education related to agri-food sector is a clear plus
- Knowledge of start-up business models and investment evaluation methodologies, as well as presentation techniques, confirmed by relevant experiences in technology or financial sector
- Fluency in English and Spanish. Additional Southern European languages are a plus.
- Very good command of Microsoft Office

### Experience

- Minimum 3 years of relevant working experience related to start-ups, managing co-working spaces, communication aspects and organization of events.
- Expertise and experience in the food sector is a clear plus
- International exposure and experiences in working with start-up ecosystems



- Experience managing the various aspects of a large building.
- Experience in administration of finances is an asset.

### **Skills and behaviour**

- Solid business judgment, orientation for progress, practical application of technical solutions, broad, flexible and interdisciplinary thinking
- Strong sense of ownership with proven record of delivering results
- Combining analytical thinking with creativity
- Proven ability to establish trust and good communication channels with international teams
- Ability to interact and communicate effectively with individuals at all levels of the organization and as facilitator of groups in workshops or conference formats
- Excellent verbal and written communication, presentation and persuasion skills for building alliances between stakeholders from industry, research education and public sector
- Proactive, independent and trustworthy
- Passion for continuous improvement
- Respectful of timelines and deadlines and attention for detail
- Active interest in the food sector
- Ability to work both independently and in small (multi-national) teams
- Organised, proactive, service-oriented and capable of multi-tasking
- Can-do attitude and willing and eager to learn and realise impact
- Excellent emotional intelligence skills

### **DEVELOPMENT OPPORTUNITIES AND PERFORMANCE GOALS:**

- Support amazing startups to transform Europe's food system
- Create a new European hub of agrifood innovation
- Build excellent relationships with partners fostering collaboration and creativity
- Develop experience in cross-functional projects and activities
- Assume responsibilities besides or beyond current job description

### **EIT FOOD OFFER:**

EIT Food offers a competitive salary package consisting of a monthly salary and additional in-kind benefits, as well as holiday and insurance schemes aligned with Spanish labour law standards.



Flexibility and the balance between work and private life are equally important.

### **EQUAL OPPORTUNITIES:**

EIT Food is an equal opportunity employer, offering each candidate matching the minimum obligatory qualifications and experiences an equal chance in employment and promotion procedures.

### **DESCRIPTION OF EIT FOOD:**

EIT Food is a consortium of over 50 partners from leading businesses, research centres and universities across 13 countries. It is a people-centric and resource-smart transformer of the European food system, driving consumer confidence and improved global health. 2017 is the start-up year of EIT Food. Though a start-up, EIT Food is operating in an international environment and has characteristics of a multinational.

EIT Food members have a strong belief that the food sector needs to be transformed and that this can only be achieved by reconnecting partners within the food sector and by giving the consumer a more central role. The main issues the food sector is facing are that it is complex, fragmented, slow to adopt new technologies, not attractive to new talent, and not resource efficient. An effective food sector is needed to address major societal issues and challenges: feeding 9-10 billion people in 2050; 3 billion overweight people; 2 billion undernourished people; more than 30% of food wasted.

EIT Food's vision is to put Europe at the centre of a global revolution in food innovation and production, and its value in society. EIT Food will engage consumers in the change process, improve nutrition and make the food system more resource-efficient, secure, transparent and trusted. EIT Food has six strategic objectives:

- *Overcome low consumer trust:* support Europeans in the transition towards a smart food system that is inclusive and trusted;
- *Create consumer valued food for healthier nutrition:* enable individuals to make informed and affordable personal nutrition choices;
- *Build a consumer-centric connected food system:* develop a digital food supply network with consumers and industry as equal partners;
- *Enhance sustainability:* develop solutions to transform the traditional 'produce-use-dispose' model into a circular bio-economy;
- *Educate to engage, innovate and advance:* Provide 'food system' skills for more than 10,000 students, entrepreneurs and professionals through advanced training programmes.
- *Catalyse food entrepreneurship and innovation:* foster innovation at all stages of business creation.



EIT Food boosts the skills and entrepreneurial spirit in the sector and unlocks the potential of small and medium sized enterprises (SMEs), which in turn will accelerate innovation, create jobs, benefit businesses and increase Europe’s competitiveness.

The pan-European EIT Food KIC is headquartered in Belgium and its partnership brings together change-makers in all relevant sectors and fields. EIT Food is well positioned to achieve the maximum impact on the challenges outlined above. The highly committed partnership will conceive, develop, evaluate and adopt new market-oriented approaches to innovation.

It is structured around five Co-Location Centres (CLCs) established in Reading (with partners from the UK, Ireland and Iceland), Warsaw (with partners from Eastern Europe and Nordic countries), Madrid and Bilbao (with partners from Spain, Italy and Israel), Leuven (with partners from Belgium, France and Switzerland) and Munich (with partners from Germany and the Netherlands).

EIT Food is structured as a Belgian “international non-profit association” (“internationale vereniging zonder winstoogmerk – ivzw”) based in Leuven. The KIC has a Supervisory Board and a Management Team.

#### **APPLICATION:**

Interested candidates are asked to send their **CV** and **motivation letter** (both in English) in electronic format to **work@eitfood.eu** before **February 15<sup>th</sup> 2019**. Please write in the subject line of your email: “application to the position of Statup Support Manager – CLC South”.

Shortlisted candidates may be invited for an interview. Shortlisted candidates may be asked to prove their background, qualifications, skills and experiences by providing relevant documents.