

CALL BASES SUMMARY

The **Director of Communication of the MNCARS** will be responsible for press, public image and design, web digital, social networks, advertising campaigns and internal communication. This Director will be particularly involved in designing and coordinating press plans and media relations, as well as the overall communication schedule based on areas planning. This position will also be responsible for the digital communication of the museum, the social networks and MNCARS website, besides accessibility and inclusion programs, audience and visitor attention protocols. Internally, the responsible will design internal communication plans and the instruments that integrate them (common calendars, internal newsletter, intranet, etc.), developing informative materials. In this sense, it is a position of trust that will be in close contact with the Director. The remuneration for the position amounts to €82,600.00 gross annually.

To be eligible, applicants must be Spanish nationals, nationals of a member state of the EU, or have a work permit or similar in Spain, as well as an official university degree in a field related to the museum's mission. Among the required merits are specialized academic training in Information Sciences and its related branches or other branches of Humanities. Specialization in cultural communication and a minimum of eight years of verifiable professional experience in areas related to press, communication, or public relations (especially high-responsibility roles in institutional communication management) will be valued. Practical experience in the conception and development of communication plans, press campaigns, digital image and communication strategies must be demonstrated. Finally, public communication skills, an international contact agenda, availability to travel, work and leadership skills, and proficiency in English and Spanish will be taken into account. A personal interview will be carried out to evaluate the candidacy in those cases in which it is considered necessary to verify the suitability of the profile required for the position.

Applicants are required to submit a CV, a letter of motivation, a management skills self-assessment questionnaire (annex II) and a sworn declaration stating that they are not disqualified from holding a public office (annex III). The process will be conducted online through the digital office of the Museo Nacional Centro de Arte Reina Sofía (<https://museoreinasofia.sede.gob.es/>). **The registration period will begin on June 2 at 00:00 and will end on June 11, 2024 at 11:59 p.m.**

All participants in the selection process agree to guarantee absolute confidentiality, with the only exceptions established in this call to guarantee the publicity and competition required by law. Only the name of the selected person will be made public.

For detailed information, it is strongly recommended to read the call bases carefully and follow the relevant instructions. For any questions regarding the call bases or fulfil the application form, please contact gerencia@museoreinasofia.es and for any technical issues contact sede@museoreinasofia.es.