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ordinator



The International Association of Theatre for Children and Young People (ASSITEJ) is looking for a Project Producer and Co-ordinator. The position is available for candidates outside of Denmark and remote work is possible, combined with periods in Copenhagen.

ASSITEJ International has been awarded a major grant from the European Union for the three-year project, *[Theatre & Performing Arts for Young Audiences: Building Collective Resilience](#)*. In order to implement this project, ASSITEJ International is recruiting a [Project Producer and Co-ordinator](#).

The role

Reporting to the Secretary General and Projects Director, **the role is a key member of the ASSITEJ International team**, working with fellow staff members and the Executive Committee to support, coordinate, communicate, and deliver the work packages. This is a busy role, providing essential support to the growing Secretariat activities in addition to supporting the launch of innovative new projects and collaborations with artistic and cultural partners.

The role combines a mixture of **people-facing engagement work, administrative planning and support, and creative communication approaches**. It requires someone sociable and compassionate, a practical problem-solver, able to engage with ASSITEJ International's broad membership in a caring and inclusive manner. The candidate must be organised, have excellent communication skills, and feel comfortable handling many projects, deadlines, and collaborators at a time.

The conditions

THE CONDITIONS

- The office is based in Copenhagen, but flexible working (both time and geographic location) is possible and can be negotiated.
- The main working language will be English.
- The role is initially available on 60% FTE (full-time equivalent) basis on a fixed-term contract for 12 months, with the possibility of extension.
- Start of employment is August/September 2022.

[Full position description](#)

Deadline: 11 July 2022

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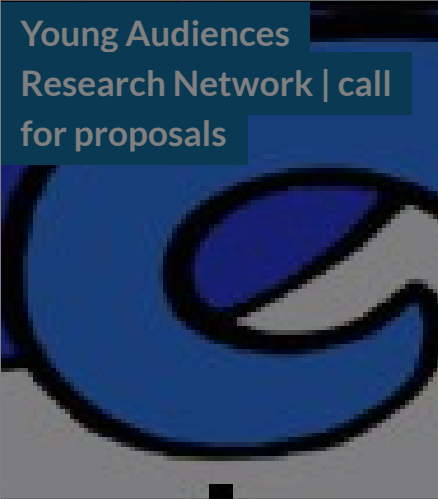
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