

Job Announcement

Executive Director of the RISM Zentralredaktion, Frankfurt am Main

(Successor to Klaus Keil)

The "Internationales Quellen Lexikon der Musik e.V." (Répertoire International des Sources Musicales - RISM) is seeking an executive director of the RISM Central Office (Zentralredaktion), to begin 1 September 2020.

Duties:

- Day-to-day management and administration of the Zentralredaktion, including line management of currently eight employees
- Planning and leadership of the work of the Zentralredaktion under the oversight of the RISM Board
- Representation of RISM in public and maximizing awareness with appropriate users and potential users
- Maintaining contact with RISM working groups and encouraging further development worldwide
- Cooperation with the international committees of RISM: Advisory Council, Coordinating Committee, Commission Mixte
- Project development and fundraising

Essential requirements:

- Advanced degree in musicology or information science (PhD or equivalent experience)
- Familiarity with RISM and other bibliographic projects
- Experience in research with music sources
- Knowledge of library cataloguing standards (MARC etc.) and systems
- Knowledge of domain-specific IT issues and insight into software design and development
- Experience in leadership and project management
- Willingness to travel internationally
- Proficiency in written and spoken English and German

Desirable requirements:

- Experience in digital humanities
- Knowledge of further languages
- Relevant scholarly publications

The salary will be paid according to the 'Tarifvertrag für den Öffentlichen Dienst der Länder' at level 15 (TVL 15). Compensation is negotiable according to length and nature of previous experience.

Current funding for the RISM Zentralredaktion will terminate at the end of 2023. There is a possibility of extending the position within the university context.

Please send your application (cover letter and curriculum vitae) electronically in German or English to the Vice-President of the Board of Directors, Prof. Dr. Andrea Lindmayr-Brandl (andrea.lindmayr-brandl@sbg.ac.at) by 31 October 2019.