

Project Manager at Museo Arte Guatemala

About Museo Arte Guatemala

MAG, Museo Arte Guatemala, set to open in 2020, is FUNBA's flagship project. Located in Antigua Guatemala, it is an institution, which aims to show collections and exhibitions of Guatemalan art from the pre-Hispanic period to current contemporary art production, covering more than 2,000 years of art history in the region. Through a series of investigative proposals and educational activities, MAG seeks to strategically implement a visionary plan with long-term impact.

Intending to establish itself as a reflective institutional reference in the region, the museum project stands as a mediator of culture and a knowledge transmitter. Contextualizing the past with the present, opening proposals towards the future, and using art and its processes as interactive means for educational purposes. The MAG proposes to form audiences as conscious spectators of their cultures, but also as active and participative subjects within their contexts. Currently the MAG is in its last phase of construction and exhibition development, set to open in 2020.

About FUNBA

Fundación Nacional para las Bellas Artes y la Cultura FUNBA, is an institution located both in the colonial city of Antigua Guatemala and in Guatemala City. The institution is articulated through its collection, its research department, its programs and its projects. It is focused on the reinforcement of national identity through saving, protecting, conserving, investigating, disseminating, and encouraging artistic production in Guatemala.

The FUNBA Collection is located at the House Museum in Antigua Guatemala, and contains more than 4,000 art pieces from Pre-Columbian, Colonial, Modern and Contemporary art periods. Currently the House Museum is developing as cultural project and event venue, and it is also open to researchers by appointment and its resources are available for consultation at its facilities. FUNBA's Collection is currently open and accessible to the general public via small group tours and guided visits made by reservation.

About Alterna (our supporting partner)

Alterna is a platform for social innovation and entrepreneurship that develops the next generation of dynamic and innovative entrepreneurs by providing them services to strengthen their business models in Central America. To support this, Alterna works to foster the growth of the entrepreneurial ecosystem by facilitating connections and driving innovation. Through Alterna's business cultivation program they have worked

with over 1,000 entrepreneurs, from all sectors and from the idea to growth stages, accompanying them to increase their economic and social impact, resulting in sustainable businesses. Alterna's team comes from a variety of countries and professional backgrounds, but what they all share is the passion for empowering ordinary people to achieve extraordinary social, environmental, and cultural impact.

ALTERNA is partnering with MAG to provide consulting services to support the growth of the museum and its encompassing projects. Alterna will provide guidance to MAG and the team in each phase of the development of the project.

GENERAL PROFILE

As the project manager (PM) you will become an integral part of the Museo Arte Guatemala (MAG) team. We are expecting you to be keen and creative in developing plans and are extremely motivated and able to take initiative in order to design and execute key strategic initiatives to scale the organization.

You are the person who is in charge of an array of projects within the organization, while at the same time you are working with other companies and institutions. On occasions you might be working by yourself, other times you will be in charge of a team in order to get the job done. As the PM for MAG your job is to plan, budget, oversee and document all aspects of the specific project(s). You will be working with the upper management of the organization and with Alterna, making sure that the scope and the direction of each project is successfully executed on schedule.

JOB DESCRIPTION

- Co-design and co-structure strategies with Alterna, at the same time lead the management and execution of MAG's business strategy.
- Meet regularly with MAG, but also be able to have a flexible work schedule in order to complete projects and obligations in a timely matter.
- Conduct Market research and analysis for each key aspect of the business strategy.
- The MAG project has multiple projects that need development. With the support of Alterna you will be proposing the development of the different business plans for each project.
- The PM is expected to have monthly meetings with both the Alterna and the MAG teams to report advancements.

JOB SKILLS AND REQUIREMENTS

- **Leadership Skills:** Besides making day-to-day assertive decisions, you will serve as a team leader; motivate coworkers to take initiative on their projects in order to reach goals.
- **Management:** Be able to work with multiple team members and departments, often balancing multiple work streams and priorities at once,
- **Finance:** Maintain and execute budget data; you must have strong financial skills and experience in financial modeling
- **Analytical Skills:** Must have strong business judgment and creative problem-solving skills in order to solve quantitative and qualitative problems
- **Language:** Fluent speaker both in Spanish and English. It is important that you have excellent writing and verbal communication skills in English.
- **Education:** Bachelor's degree in business management or finance. Masters degree is not required but preferred
- **Experience:** 3 to 5 years experience in business analytics, consulting, finance, or related areas
- Flexible and adaptable with an entrepreneurial mindset; strong organizational skills
- Demonstrated interest to learn about Central American culture and art; show us how much you care for our region and context, and why it means much to you to come and work with us.

DURATION

12 to 18 months starting in September/October 2018

LOCATION

This position is based both in Antigua and Guatemala City. Although you will have the opportunity to live in any of the two cities as it favors your choice, you will need to travel often between towns as meetings demand.

To APPLY:

Please send resume and cover letter to: Brooke Latham at Brooke@alternaimpact.org