

180 Degrees Consulting Berlin e.V. is looking for a

Program Director



About 180 Degrees Consulting

180 Degrees Consulting Berlin e.V. is the Berlin branch of the [worldwide 180 Degrees Consulting network](#), the world's largest consultancy for social organizations. We train students and young professionals in human-centered design methods blended with traditional consulting tools so they can help social organizations to accelerate their social impact and become future social impact leaders.

We are looking for a volunteer **Program Director** who develops and executes our rich workshop program offered to consultants. You will develop and guide consultants throughout the semester by developing and managing events and workshops, recruiting high quality speakers and guaranteeing a sound project management of the entire progress, delivered with a high degree of professionalism.

Responsibilities:

- Establishing a documented plan and timelines for smooth conduction of workshops and events, keeping all stakeholders in mind
- Executing and iteratively improving the semester program and event concepts in collaboration with Consulting Directors
- Finding external speakers and coaches, and co-creating event agendas with them
- Moderating workshops to guarantee a smooth and professional procedure for all parties involved
- Collaborating with the other departments in order to offer a clear value proposition for speakers and coaches engaging with 180DC Berlin
- Collect and document detailed feedback after events and be able to communicate these results internally to enable data-based improvement of our program
- Managing event logistics & tools, support the handling of event budgets and invoicing

Qualifications and Profile

- Proactive individual with excellent interpersonal, time management and problem-solving skills
- Experience in project management with the ability to handle multiple tasks at once

- Excellent communication skills to develop relationships with different stakeholders that guarantee a high quality educational program
- Ability to organize, lead and manage events successfully under tight deadlines and limited financial resources
- Good decision-making skills to mitigate risks as well as the ability to handle and communicate last-minute changes, using your creativity and practical sense
- On average, commit 10 hours per week to the task
- Preferably able to commit one year to the position in order to have a long-lasting impact on the future of the organization

What is in it for you?

- A opportunity to make an impact by enabling the development of future social impact leaders
- Boost your project and event management skills, learn how to curate and run the 180DC program
- Boost your people skills hands on, leading an active cohort of over 30 people per semester
- The opportunity to grow your personal network in the social entrepreneurship and consultancy scene
- A network of over 500 alumnis and a ever expanding network of supporters and affiliates
- A “once in a lifetime” experience of being able to experiment with new formats and ideas, optimizing your project management and consulting skills
- Benefit from working with a multi-disciplinary, international team of highly ambitious young professionals and students who support each other along the way and beyond

Does this sound like you? Then **get in touch with us** right away!

→ <https://www.180dc.de/apply>