



European ROLFING® Association

European ROLFING Association e.V. · Saarstraße 5 · 80797 München · GERMANY

Become part of the European Rolfing® Association e.V. (ERA)

For our Office/Training Center we are looking for a:

Director of European Rolfing® Association e.V. Administration m/f (Leiter/in der Geschäftsstelle der European Rolfing® Association e.V)

The ERA Office and Training Center is an educational and membership service non-profit organization. We provide certification training, continuing education and membership support in the field of Rolfing® Structural Integration, a complementary health-care method.

The job will be filled as soon as possible and will involve **30 hours/week**.

This is you...

The challenge and possibility to directly influence an emerging complementary medicine discipline attracts you. You have strong social skills, sense of responsibility, inventiveness and talent for networking. Your strengths include strategic and conceptual thinking and acting, as well as working in a structured way. Your open-minded nature will inspire and convince others of your ideas. As a team player with heart, mind and emotion, you want to shape the future of our facility together with us.

You have a university degree and bring with you many years of professional experience in the field of non-profit organizations, familiarity with adult education programs and recent developments in health-care fields is a plus.

Leadership experience and standing come naturally to you. You enjoy being creative, have strong conceptual abilities and a high level of interpersonal relationship and communication skills. You are fluent in English and German. Other languages are a plus.

Position profile

- Assuring a professional and highquality positioning and profiling of the European Rolfing® Association e.V. to internal and external stakeholders.

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Register of Associations:
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SWIFT (BIC): HYVEDEMMXXX

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Konto: 8877800
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- Administrative, organizational and financial responsibility for the affairs of the organization which also includes handling the legal and insurances affairs, as well as coordination of the IT and physical infrastructure are primary responsibilities.
- Facility planning, expansion of our educational programs, enhancing recognition of Rolfing® and supporting its accreditation are also vital responsibilities.
- Responsibility for management of all full and part-time staff.
- Direct support for planning, coordination and follow-up of ERA Committee and Board meetings, conference calls, and activities including the Biennial Membership Meeting.
- Developing and maintaining close cooperation with related Rolfing® schools, regional European Rolfing® associations and external professional organizations.

This is us

The European Rolfing® Association e.V. is a Europe-wide non-profit organization with 8 country affiliates, approximately 700 members, one office and training center. It is affiliated with the Rolf Institute of Structural Integration based in Boulder, Colorado, USA which is the parent organization that licenses and sets world-wide standards for Structural Integration training based on the Rolfing® method.

The ERA Office and Training center, located in Munich, DE, is staffed by 3 full-time individuals, several part-time contractors, and a rotating set of instructors from our International Faculty teaching during the day. We offer you a responsible job in an interdisciplinary and multicultural environment.

You will be representing Rolfing® Structural Integration, a complementary health-care method, and the association itself, to the general public, private and public-sector organizations, as well as prospective students and the association's members and stakeholders.

We value a multicultural mindset that embraces the variety of all our European members and affiliated organizations.

Upon submission of your application, please indicate your required compensation.