

Call for Communications Director maltabiennale.art 2026

2nd Edition of the maltabiennale.art

Heritage Malta is looking to recruit a **Communications Director for the second edition of the maltabiennale.art** which will be held between **March and May 2026**. Malta's biennale is spearheaded by Heritage Malta and seeks to include considerable inputs and the active participation of other local cultural entities. Its inaugural edition was held in 2024 under the patronage of the President of Malta and UNESCO.

Heritage Malta is Malta's national agency for cultural heritage. It manages more than ninety museums, monuments and heritage sites spanning 8000 years of history, among which are seven World Heritage Sites and fifteen underwater sites. Heritage Malta also manages Malta's national collections. Its responsibilities include prehistoric caves and structures, subterranean passageways, natural and geological landscapes, baroque palaces, ethnography, art, military and maritime collections, and industrial heritage, among others.

The maltabiennale.art 2026 is hosted in selected Heritage Malta museums and historical sites across Malta and Gozo, as an integral part of the agency's vision of making its museums and sites relevant to today's society, to link the past with the contemporary through art, and to address today's issues by creating dialogue, attracting a wider audience and facilitating cultural transformation.

This international contemporary art festival is organized by Heritage Malta through its National Museum of Art, MUŻA. The biennale is funded by the Government of Malta and its official languages are Maltese and English.



Recruitment Information

- Position: Communications Director for the maltabiennale.art 2026
- Application period: September 6 September 27, 2024
- Position period: January 2025 July 2026

Requirements:

• Post-graduate degree (Masters) (MQF Lv7), plus 5 years relevant experience of which 2 years in the respective area of expertise.

OR

First degree (MQF Lv6), plus 7 years relevant experience of which 2 years in the respective area of expertise.

- Motivation letter
- Curriculum Vitae

Timeline and requirements

- Beginning October announcement of selected candidates for interview
- End October beginning November interviews
- End November beginning December announcement of selected Communications Director
- Documents to be submitted: Application form, curriculum vitae, motivation letter (not more than 500 words) highlighting the applicant's communication brief for the next maltabiennale.art that continues to make it distinctive from other biennials
- Download the application HERE
- Send the application form and requested documentation via email to <u>president@maltabiennale.art</u> by not later than noon (Central European Time) of 27th September 2024



Core responsibilities

Marketing and	Croate and execute a comprehensive communications
Marketing and Communications	 Create and execute a comprehensive communications strategy that supports all facets of the maltabiennale.art2026, including exhibitions, artistic initiatives, educational and public programs, development, and events. Oversee daily communications and marketing operations, including budget management, public relations, social media, website maintenance, advertising and publicity efforts. Organise regular communications and marketing strategies meetings with stakeholders. Coordinate together with marketing team to manage the implementation of advertising, media planning. Engage with external partners to establish meaningful and effective communications collaborations. Develop and maintain the brand identity for the 2026 edition. Create content and messaging for all communication campaigns. Organising webinars for external partners and stakeholders as necessary. Coordinate and work with international and local Press Offices, to strengthen media presence and media relations, including liaising with arts communities, artists, art schools, art journalists, and other external partners and stakeholders to enhance PR efforts Coordinate with marketing executive to collaborate with both internal and external graphic design partners and vendors to produce effective campaign materials, marketing collateral, and signage related to exhibitions and programs. Create and supervise the timeline of major strategic communication and marketing events, including public
	relations efforts, announcements and ticket on-sales.
Administration	 Ensure deadlines are properly communicated across the organisation. Serve as point of contact for outside agencies for delivery of communication and marketing materials. Schedule and plan events for the media including announcements, previews and tours. Manage exhibition and event documentation (photography, video and audio). Coordinate with Heritage Malta publications manager and the Artistic Director of the maltabiennale.art 2026 and administer aspects of the production, design, publication, distribution and promotion of the Exhibition catalogue and other related publications.

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Public Relations	 Coordinate with the marketing team and relevant stakeholders to enhance collaboration, to maintain and execute cross marketing actions, which engage a variety of target audiences. Write, edit and distribute media releases to appropriate media outlets including direct collaboration with Heritage Malta's Communications team. Develop and maintain good working relationships with local and international media. Manage and respond to requests for general information, photos and other assistance from the media and other stakeholders. Maintain a record of all relevant PR and articles and provide regular reports, including annual wrap-up for all artists and exhibition partners. Maintain online media kit and resources, ensuring that all artist bios, project descriptions, photography and other key assets are current. Coordinate archiving of all marketing materials. Devise and deliver a social media strategy and website plan as part of the overall communications plan. Develop and deliver exhibition information through the maltabiennale.art 2026 website to enhance visitor experience. Set and track goals and Key Performance Indicators per channel to track growth across social media and website. Oversee campaigns, monitor performance and return on investment for organic and paid social media channels including Facebook, Twitter, Instagram, TikTok, YouTube and LinkedIn. Manage day-to-day website development and maintenance.
Finance	 Manage and track the communications and marketing budget to ensure that the overall budget is distributed strategically to ensure goals are met. Provide the monthly budgeting forecast to the President of the biennale
Other Duties	 Contribute creatively to the organisation's overall vision and strategy and demonstrate a commitment to the maltabiennale.art's mission and values. Support the team on major events, campaigns, media and production projects as required. Maintain a close relationship with departments and units within Heritage Malta Coordinate with the marketing team the production, distribution and sale of maltabiennale.art 2026 merchandising



Working Conditions:

A contract for service will be awarded, covering the maltabiennale.art 2026, with the possibility to review for the third edition. The Communication Director will be required to work irregular hours, including during weekends and public holidays, to meet deadlines and attend meetings as required. Working hours are flexible, based on mutual agreement with the President of the maltabiennale.art 2026. The salary package is 38,398 euro per annum or part thereof, excluding VAT, plus all-inclusive expense allowance of up to 8000 euro on reimbursement basis.

Notes:

- Schedules are subject to change
- The maltabiennale.art is not responsible for errors and/or failure to adhere to application guidelines
- False statements and information submitted will result in exclusion from the selection process
- Any queries are to be directed to info@maltabiennale.art
- Visit <u>www.maltabiennale.art</u> for information about the first edition
- Visit <u>www.heritagemalta.org</u> for information about Heritage Malta and its museums and sites