Inspired by a sense of caring and compassion for all of the people who work to build a better world, as well as to support the many causes and movements for which they work, The Wellbeing Project is focused on both cultivating a shift in the field of social change toward one that is healthier and more supportive of inner wellbeing, and on catalysing the development of a new infrastructure to better support everyone working in the field.

OUR WORKING CULTURE

The Wellbeing Project has a co-creative working culture. We value the richness in perspectives that emerge, the support for better integration and coherence across the project, and the shared accountability. We look for our team members, and especially our pillar leads, to encourage this culture in an ongoing way.

We are holding space for a healthy life for each of us. Our project is wonderful. The whole of our lives even more so. We look to foster a healthy balance supporting healthy working hours, working conditions, appreciation for each person’s family and community, and appreciation for each person’s ongoing personal journey.

ROLE DESCRIPTION

The GHS 2025 Head of Conference Curation is an exciting position at The Wellbeing Project (TWP) as we are preparing the most impactful Wellbeing event to be held in June 2025 in Ljubljana, Slovenia.

The GHS 2025 Head of Conference Curation will be responsible end to end for the conference program of the Summit. The curator’s role includes building the architecture and creating the narrative for the overall conference program, developing the sessions, identifying and inviting the speakers, moderators and hosts and working with them to prepare their participation. It also includes a strong collaboration with the Head of Arts and the Art Curator to ensure an overall coherence and a magical interweaving of the conference program with the arts program.

The GHS 2025 Head of Conference Curation will be supported in his/her mission by the GHS Conference Curation Advisory Board, whose mission is to broaden our perspective on the key topics which will be addressed in the Summit and to recommend potential speakers.
The GHS 2025 Head of Conference Curation will work in collaboration with the Project Co-Leads and the GHS Management Team to meet the main goals and the ambition of the event. A particular attention will be given to the integration and the weaving together of the local content which will emerge from the different Regional Hearth Summits.

The GHS 2025 Head of Conference Curation will also work in collaboration with the Head of Arts and the Arts Curator(s) to integrate and interweave the arts program into the conference program.

This role is a wonderful opportunity to get a sense of many different parts in the social change field around the world, to meet interesting leaders across many different sectors and regions, to be exposed to a variety of different types of work, and to get a sense of the kind of work involved in co-creating.

**KEY RESPONSIBILITIES**

The **GHS 2025 Head of Conference Curation** is critical to the overall GHS success and will be responsible for:

**Design of the conference Program architecture and narrative:**

- Design and lead the overall conference content architecture process; create a global narrative articulating all the pieces together.
- Build the plenary and the smaller group sessions, ranging from keynote sessions, to panel discussions, to fireside conversations, to interactive workshops,... The Wellbeing Summit 2022 can serve as a reference for the number of estimated sessions to build.
- Take into consideration diversity in terms of speaker, host, moderator/facilitator selection and variety of angles and explore wellbeing from an inner to a planetary perspective, questioning the interconnections between these dimensions.
- Collect and make the most of all the suggestions on topics, angles, speakers, hosts and moderators/facilitators coming from TWP Co-Leads, TWP Leadership Team and the GHS Conference Curation Advisory Board.
- React and adapt the program if necessary.
- Select and reach out to speakers, hosts and moderators/facilitators, discuss and engage on content.
- Confirm speakers, hosts and moderators/facilitators.
- Collaborate with a Storyteller, whose role will be to build and tell the story of the summit over the three days of the event.

**Integration of the local content emerging from the Regional Hearth Summits:**

- Integrate local content into sessions to give people a sense of a particular subject and how it is seen in different parts of the world.
- Explore local practices from an anthropological to an experiential perspective and also how those practices can be relevant today.
- Integrate content from local regions as a source of inspiration for global emerging subjects.
- Uncover the universally human across local rooted content and practices.

Sessions and speakers, hosts and moderators/facilitators preparation - together with the relevant curation support team:

- Act as the main point of contact for speakers, hosts and moderators/facilitators.
- Coach and prepare speakers, hosts and moderators/facilitators.
- Advise on stage design, audio & video equipment, music and other technical preparation.
- Prepare the running order of each session in coordination with the Head of Arts and the external Production Agency.
- Manage rehearsal and supervise delivery.
- Create and manage the relevant support team.

Integration and interweaving of the arts program into the conference program - together with the Head of Arts & the Art Curator:

- Work on global integration of art and conference sessions for overall programming coherence.
- Lead and facilitate discussion between artists and speakers and foster collaboration along the overall arts and conference programs.
- Collaborate in devising a programming of art performances interwoven into the conference program.

Participation in summit overall design and coordination in order to create a unique experience conceived as a three day performance.

Participation in internal and external briefings to The Wellbeing Project extended team groups such as the Co-Creation Team and the Advisory Council and to partners and stakeholders.

Lightly advising and supporting the Regional Hearth Summits Conference curation teams.

PROJECT TEAM ELEMENTS

Small working Groups
GHS 2025 Conference Curation Advisory Board
Project Team Calls (Weekly)
SKILLS

We are looking for someone who meets the following requirements:

- A minimum of 10 years of conference curation experience, with a 3-5 years’ proven track record of leading curatorial projects.
- Experience of working directly with speakers, supporting them in the preparation of their session.
- Ability to work with global VVIPs and their handlers.
- Native or very strong English.
- Good knowledge of Zoom, Excel, Powerpoint, Google Office.
- Excellent communication and presentation skills, engaging successfully with many different stakeholders and senior leadership.
- People-oriented and able to communicate with respect, benevolence, clarity, sensitivity, and, internally, can express your needs when they arise, with openness and authenticity, in a beneficial manner.
- Excellent organisation skills and attention to detail.
- Strong ability to build team-spirit in the workplace.
- Demonstrated strength in relationship management.
- Passion for education, learning, wellbeing, and social sector.
- Possesses a global outlook and approach.
- Self driven, reliable and independent. You are autonomous and thrive working independently as well as in a group.
- Keen to learn and open to asking for feedback and advice from team members and experts.
- Creative and outside of the box thinking. Able to propose new ways to systematise processes and improve current team management.
- Flexible and like to be in a fast-paced and ever-changing environment, problem-solving attitude, proactive, responsive and think beyond the task at hand.
- Ability to be culturally fluent in an international environment. Strong awareness and comfort with cultural differences and a global perspective.
- Comfortable with flexible working hours working across multiple time zones.
- Nice to have : Experience with platforms such as Airtable and Asana.
- Nice to have : Fluency in a language other than English.

WHAT WE OFFER

- An opportunity to work on a ground-breaking, global project that is a co-creation with leading institutions in the field of social change, and that is already seeing the beginning of an extraordinary movement.
- An innovative, collaborative, entrepreneurial and international working environment.
- A strong culture which is at the core of our organisation and the project, as well as a large and diverse team that is loving, caring and... pretty awesome people!
- A steep yet friendly learning curve, including building a variety of key relationships in the social change sector worldwide.

Apply sending CV and Cover letter to hiring@wellbeing-project.org before June 30th!
We are looking forward to meeting you!