

## Digital Publications Manager, Bibliotheca Hertziana, Rome

Application deadline: May 1, 2019

[www.biblhertz.it/en/news/fellowships-and-job-postings/digital-publications-manager/](http://www.biblhertz.it/en/news/fellowships-and-job-postings/digital-publications-manager/)

Caterina Scholl, Bibliotheca Hertziana

The Bibliotheca Hertziana – Max Planck Institute for Art History, Rome, is seeking a

Digital Publications Manager

for a period of one year, with the possibility of permanent employment (Full time, TVöD E14).

The Bibliotheca Hertziana is one of more than eighty institutes of the Max Planck Society e.V., and an internationally leading research center for the History of Art. It offers excellent working conditions for scientists, and is actively expanding into the field of the Digital Humanities.

The Bibliotheca Hertziana intends to further develop the digital side of its research profile by developing and integrating its digital infrastructures, to become a leading institution in Digital Art History.

The Digital Publications Manager will manage and grow the Bibliotheca Hertziana's digital publications. They will work closely with the board of directors, the editorial and public relations office, the Digital Humanities Lab of the institute, and the institute's researchers.

The areas of responsibility include (among others):

- the design, setup and maintenance of digital publishing infrastructures following developments in digital research infrastructure;
- the comprehensive establishment of standards and best practices for the digital publication of research at the institute;
- the harmonization of publication procedures and interfaces between the institute's library, photo library and research databases;
- the retrospective digitization of previous publications of the Bibliotheca Hertziana, and the development of a strategy for the digitization of existing and new publication formats (periodicals, monographs, anthologies, etc.);
- collaboration with several partner institutions within and outside the Max Planck Society;
- advancement and support of cross-departmental and individual publication projects;
- content, formal and linguistic editing of scientific texts (English, German and/or Italian)
- active participation in methodological discussions in the Digital Humanities.

The requirements are:

- a graduate degree in art history (or a related field) with experience or interest in digital humanities;
- competency and experience in editing texts;
- wide experience in the use of editorial and publishing software and/or code;
- a high degree of organizational, team and communication skills;
- experience in project management, especially agile development strategies;
- a strong motivation for problem-solving, a result-oriented, structured and self-motivated working practice;
- very good knowledge of English and at least a good knowledge of German or Italian.

If the personal prerequisites are met, salary will be in accordance with the German federal pay scale TVöD up to the salary group EG 14, with appropriate expatriation allowances is granted according to the special regulations § 45 BT-V of the TVöD, as well as social benefits as in the German federal civil service, or a similar contract for local employees under the conditions of the German Embassy in Rome.

The Max Planck Society has set itself the goal of employing more severely disabled people. Applications of severely disabled persons are expressly welcomed.

The Max Planck Society strives for gender and diversity equality. We welcome applications from all backgrounds.

The Max Planck Society wants to increase the proportion of women in those areas in which they are underrepresented: women are therefore expressly invited to apply.

The Bibliotheca Hertziana places great value on reconciling work and family life, supports our employees with a family-friendly approach to working time, provides opportunities for home-office, and helps to find suitable child-care facilities and schools.

Your application documents – cover letter, CV, copies of certificates, work samples of the scientific profile (such as publications), two references – please send them together in a PDF document until May 1, 2019 to Anna Paulinyi, assistant to the director ([bewerbungen@biblhertz.it](mailto:bewerbungen@biblhertz.it)).

For further questions, please contact Brigitte Secchi, Head of Administration ([secchi@biblhertz.it](mailto:secchi@biblhertz.it)).

Reference:

JOB: Digital Publications Manager, Bibliotheca Hertziana, Rome. In: ArtHist.net, Apr 2, 2019 (accessed Jul 31, 2025), <<https://arthist.net/archive/20516>>.