



## European Science Foundation (ESF)

### *Position Announcement*

## **Head of Unit/Scientific Secretary of the Standing Committee for Life, Earth and Environmental Sciences (LESC)**

ESF is inviting applications for the position of Head of the LESC Unit. The LESC Unit is one of five science Units in ESF. The European Science Foundation, established in 1974, is an association of 78 research funding and performing organisations and academies in 30 European countries, located in Strasbourg, France. Its mission is to advance European research and to explore new directions for research at the European level. It provides a platform for its Member Organisations and promotes science of the highest quality through strategic foresight, science policy development, networking of scientists and managing research programmes in all fields of science.

### **Profile and Recruitment**

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The successful candidate should have:

- Proven experience at senior level in the field of the Earth and Life Sciences (encompassing Molecular and Cell Biology, Functional Genomics, Systems Biology, Ecology, Earth Sciences, Climate Research and Environmental Research): in scientific research (with preference an in depth knowledge in the molecular life sciences gained through personal research at post doctoral level, plus a broad overview of science in the LESC field), in science policy, and in the management of grants schemes.
- Good knowledge of European and international research structures and institutions, in particular in the field of LESC, as well as of national funding organizations
- Proven management experience with strong interpersonal and communications skills, a team work attitude and the ability to work in a multicultural environment
- Excellent spoken and written English. Working knowledge of French and other European languages would be an advantage but is not a requirement

### **Tasks and responsibilities**

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The Head of Unit reports to the Director of Science and Strategy. The principal tasks include:

- Acting as the Secretary to the Standing Committee for Life, Earth and Environmental Sciences of the ESF.
- Developing proposals for new LESC activities, including new science policies, strategic frameworks for the LESC domain, scientific activities and interdisciplinary initiatives with other science domains
- Implementing the policies of LESC within the ESF context
- Work closely with the CEO Unit, which includes membership of the ESF Management Group
- Responsibility for peer review processes at a high quality level
- Managing the staff and the budget of the LESC Unit
- Liaison with ESF Member Organizations, ESF Committees, COST Technical Committees and external bodies relevant to the LESC domain like the Commission and EMBO.

### **Employment conditions**

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- The fulltime position is offered for a three year term, with the possibility of a prolongation of two years, preferably starting 1st June 2006.
- The place of work is Strasbourg and the job will involve a significant amount of travel
- The salary level will be based on experience and qualifications of the successful candidate and will follow ESF terms and conditions.

Contact person: Dr John Marks

For further information about ESF see [www.esf.org](http://www.esf.org)

Applications by **28 February 2006** to: ESF, Human Resources Unit

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