

Job Announcement



Invites applications for a

Communications Officer EUROCORES

The European Science Foundation (ESF) is an association of 75 major national research organisations in 30 European countries, with offices in Strasbourg (France) and Brussels (Belgium).

ESF is the platform for its Member Organisations for joint science strategy development. It acts as a catalyst for the development of science by bringing together leading scientists and funding agencies to debate, plan and implement new pan-European scientific and science policy initiatives.

The European Collaborative Research (EUROCORES) scheme allows research funding organisations in Europe and beyond to support top-class research across all scientific areas, by matching the needs articulated by the scientific community with their strategic priorities. The scheme provides a flexible framework for researchers from Europe to address questions which are the best addressed in larger-scale collaborative research programmes. The EUROCORES scheme is currently supported by the EC Sixth Framework Programme.

Mission of the Position

In order to support high-quality researcher-led co-operation in science in Europe and to provide a natural multi-national arena for such cooperation, through its relations with Member Organisations, the mission of this position is to develop and coordinate communications for the EUROCORES Scheme and programmes.

Position Responsibilities

This position will involve:

- Coordinating all EUROCORES publicity;
- Developing and establishing EUROCORES communications procedures including web guidelines;
- Liaising with and supporting EUROCORES Science Officers in the establishment and production of programme specific material;
- Identifying and writing "most interesting" EUROCORES stories and press releases out of available material and from conferences. This includes liaising with the media.
- Supporting EUROCORES Science Officers in disseminating and covering networking activities;
- Regularly updating and developing webpages;
- Writing and editing material for printed publications (including liaising with designers) for the EUROCORES Scheme;
- Supporting the communication of EUROCORES Scheme developments (E.g. emails to Member Organisations and EUROCORES list).

Profile and Competences required

The successful jobholder should demonstrate the following competences:

Specific competences

- University degree in Science Communication or equivalent experience, and at least 3-5 years experience in communications writing or journalism;
 - Proven knowledge of media;
 - A background in science or science writing is necessary
 - Ability to create quality content and highlights from scientific reports and to deliver to tight deadlines;
 - Very high standard of spoken and written English, with a working knowledge of French or another European language being an advantage;
 - Good working knowledge of MS Office systems and of electronic databases and Web based instruments.
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Inter-personal competences:

- Action-orientated, responsible and autonomous, creative and willing to take initiatives, and continuously improvement-minded;
- Strong inter-personal and excellent communication skills within a multi-national context, including discretion, diplomacy and tolerance;
- Good self organisational skills;
- Good presentational skills;
- Transparency in working and a Team-orientated work ethic;
- Commitment to deliver on allocated tasks and respond in a timely manner to deadlines;
- Positive and constructive attitude;
- Capable of demonstrating the ESF's values: Excellence, Openness, Responsiveness, Pan-European approach, Ethical Awareness and Human Values.

Employment conditions

- This position is linked to the financing of the EUROCORES scheme by the European Commission, which has entrusted ESF with its scientific and administrative management, and therefore presents a temporary nature. The contract will expire when the mission will be finished, i.e. 31 Dec 2008. This is a full time position preferably starting beginning of December 2007.
- The place of work is Strasbourg, France.
- The salary level will be based on experience and qualifications of the successful candidate and will follow ESF terms and conditions.

Please send your application by **7 December 2007** to jobs@esf.org quoting the following reference identifier **COMOFF- EC** or to ESF, Human Resources Unit - 1 quai Lezay-Marnésia, BP 90015, F-67080 Strasbourg France.

Interviews will be held in Strasbourg in the week starting **10 December 2007**.

Further details at www.esf.org