



## ESF SHORT-TERM SECONDMENT SCHEME

### Position in the Life, Earth and Environmental Sciences Unit

#### *Defining a process to collect scientific success stories from the ESF activities*

ESF invites applications for a Science Officer to support the Standing Committee for Life, Earth & Environmental Sciences (LESC) and the ESF Communications Unit.

The Life, Earth and Environmental Sciences (LESC) Unit runs activities on behalf of the LESCS Standing Committee and the Communications Unit is in charge of ESF communication in general.

#### **Type of position proposed**

Science Officer

#### **Description of the project: tasks, deliverables, milestones**

Scientific success stories and other highlights from ESF events are needed to increase ESF visibility and to convince stakeholders and the public at large that activities coordinated or carried out by ESF have high scientific or societal impact. Such highlights are needed on a regular basis for the ESF Newsletters and website, but more so for presentations at ESF high-profile meetings, be them scientific or policy-oriented.

Currently, the generation, collection and storage of success stories on the web are not carried out systematically across all five scientific units. We propose a pilot project in the LESCS Unit together with the Communications Unit to organise, in a systematic manner, the generation, collection and storage of “short stories” and the development of other science outreach tools and products.

A Science Officer is needed to collate the outcomes from LESCS activities and at the same time develop a procedure to organise the collection and storage of publicised highlights in a systematic way.

**The work tasks** include:

- setting-up a system to effectively and systematically gather the scientific stories and other useful sources of information for the coming years.
- consultation with other Units in ESF so that all needs can be taken into consideration.
- encouraging the Chairs and other scientists in European Research Collaborative Programmes, Research Networking Programmes, Exploratory and Strategic Workshops, Standing Committees, etc. to write highlights of their ESF-supported activities

**The main deliverable** of this project will be the development of a systematic approach to convince and help scientists to write new and readily-accessible stories about their LESCS-related work (or develop any other means of science outreach), to collect the stories and to broadcast them in a user-friendly way. This procedure could be later implemented to all Units in ESF.

The goal is to have a constantly growing and a publicly accessible collection of interesting stories and innovative outreach experiences, which can be used to promote ESF and its activities.

### **Qualifications of a successful candidate**

- ⇒ PhD, or equivalent research experience, preferably with a further 3-5 years research experience in one or several fields of Life, Earth and Environmental Sciences with an interest in communication.
- ⇒ Editorial experience , ability to draft concise and clear documents
- ⇒ The person should also bring in and implement new ideas and means to increase the awareness and visibility of ESF
- ⇒ High standard of spoken and written English
- ⇒ Strong inter-personal and excellent communication skills within a multi-national context, including discretion, diplomacy and tolerance
- ⇒ Good working knowledge of MS Office systems and of electronic databases and web sites
- ⇒ Action-orientated, responsible and autonomous, creative and willing to take initiatives, and continuous improvement minded
- ⇒ Transparency in working and a team-orientated work ethic
- ⇒ Commitment to deliver on allocated tasks and respond in a timely manner to deadlines

### **Period and length of the secondment**

The secondment position is offered for a period of 4 to 6 months, starting May/June 2008.

### **Supervision and support foreseen**

The candidate will work in the LESC Unit under the guidance of the Head of the Unit at ESF in Strasbourg, France. The Heads of the LESC and Communications Units, two Science Officers of the LESC Unit and the Communication Project Manager will have general responsibility for this project in ESF.

### **Mutual benefits for ESF and Member Organisations**

The knowledge gained from this endeavour is beneficial for every Member organisation and for the ESF. It is the responsibility of each MO to communicate the outcome of their projects as they have been funded by tax payers money. Therefore, the experience from this project could easily be used in every science organisation.

**Deadline for applications:** 21 April 2008.

**Date of interviews:** during the week of 28 April 2008.

### ESF short-term Secondment Scheme Rules

- The period of secondment normally is 3-6 months, based in Strasbourg France;
- The Home Organisation continues to pay salaries and benefits while on secondment.
- ESF pays all additional costs linked to the secondment i.e.
  - Relocation costs/ associated travelling costs
  - Furnished lodging in Strasbourg
  - Home trips every 4 weeks
  - A daily allowance based on days of presence at ESF in Strasbourg
  - The cost of any mission carried out at the request of the ESF at the rates applicable to its own rules and regulations
- Member Organisations and ESF will work together to ensure continuity of health coverage and other insurances while on secondment.