



ESF short term secondment scheme:

Position in the Chief Executive's Unit

ESF-COST Synergy

Identification of the Unit

The secondment will be based in the Chief Executive's Unit of the ESF, which undertakes corporate policy tasks for activities crossing the many scientific domains of the ESF.

Type of position proposed

The position is a short term secondment. It will be based in Strasbourg, but will require significant travelling within Europe, including some extended stays in Brussels.

Description of the 'project': tasks, deliverables, milestones

The overall aim of the Project is to advance the level of synergy and cooperation between the science, including science policy, activities of ESF and COST. To achieve this, the secondee will, inter alia:

- Acquaint themselves with the aims and policies of ESF and COST, including their respective instruments;
- Acquaint themselves with the scientific activities and responsibilities of the committees of ESF and COST;
- Acquaint themselves with a recent survey and review of existing, completed and future opportunities for ESF-COST joint activities;
- Work closely with senior management of ESF and COST in progressing favoured and novel mechanisms for future joint activities;
- Seek to identify and facilitate specific scientific opportunities for joint activities, liaising with the appropriate ESF and COST management and scientific units.

Qualifications of a successful candidate

A junior to middle graded science officer from an ESF Member Organisation with at least one year's experience in science management and policy. It would be of benefit if the candidate has experience of working in an international science cooperation environment. Prior knowledge of either or both of ESF and COST activities would be an advantage.

Period and length of the secondment

The Secondment will last for up to 6 months, dependant on negotiation and progress. It would be desirable for the secondment to start in May or June 2008.

Supervision and support foreseen

The secondee will be jointly supervised by the Director of the COST Office and the Head of the ESF Chief Executive's Unit. Support will be provided from existing ESF and COST resources.

Benefits of the Secondment

The Seconding Organisation will benefit from the secondee's development in working in an international and scientifically-broad environment, including experience with both ESF and COST and in project management. In addition, the secondee will be working and living in a multi-cultural environment.

Deadline for applications: 14 April 2008.

Date of interviews: 21 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 cost 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