



invites applications for a

**Financial/Legal Project Manager
European research Icebreaker Consortium
ERICON-AB project**

The European Science Foundation (ESF) provides a platform for its Member Organizations to advance European research and explore new directions for research at the European level.

Established in 1974 as an independent non-governmental organisation, the ESF currently serves 77 Member Organisations including Research Funding Agencies, Research Performing Organisations and Academies, across 30 countries.

The European Polar Board (EPB) is the European Science Foundation's expert committee on Science Policy in the Polar Regions, acts as a voice and facilitator of cooperation between European National Funding Agencies, National Polar Institutes and research organizations. The European Polar Board is concerned with major strategic priorities in the Arctic and Antarctic and has members from national operators and research Institutes in 19 countries including pre-Accession countries to the EU and States outside the EU such as Russia.

Supported under European Commission Framework Programme 7, **the ERICON-AB project** (European research Icebreaker Consortium) is a major research infrastructure initiative to generate the strategic, legal, financial and organizational frameworks required from National Governments and the European Commission to commit financial resources to the construction and running of the European Polar Research Icebreaker AURORA BOREALIS.

Mission

This position will be directly connected to the European Research Icebreaker Consortium project office based inside the European Polar Board-European Science Foundation. The position primarily focuses on the establishment and coordination of financial and legal advisory panels and organization and delivery of outputs of business and financial perspective in close connection with partner funding agencies, ministries and ship building companies. The Financial/Legal Project Manager will report to the political director of ERICON project and to the ESF Director of Administration and Finance and will be a key member of the ERICON-AB project team based at the ESF in Strasbourg.

Position Responsibilities

This position will involve:

- Liaison with the European Commission, national ministries, funding agencies, shipbuilding companies and the European Investment Bank in the facilitation of recommendations on financial and legal issues, business planning and structures for the AURORA BOREALIS research vessel;
- Follow the process of the development of European legal instrument for research infrastructures and provide opportunities for ERICON to connect to these new models;
- Collation and presentation of financial and legal information, reports and recommendations to the ERICON stakeholder council and management team including facilitating/chairing advisory panel meetings and interacting with panel members;
- The establishment and coordination of two ERICON expert advisory panels (Financial and Legal);
- Work in close association with the ESF Department of Administration and Finance and the ERICON team members in Strasbourg and Bremerhaven in the implementation and delivery of project outputs;
- Work in close association with industrial partners (Shipbuilding and design) contractors to assemble the relevant data and figures on construction and running costs for discussion at the advisory panels;
- Work as part of the ERICON implementation/management team towards the achievement of contractual deliverables;
- Ensure the necessary level of information and synthesis of data to allow decision making by partners.

Profile and Competences required

The successful jobholder should demonstrate the following competences:

Specific competences:

- Advanced level or postgraduate degree in Business and or Financial/Legal fields, preferably with a further 5-10 years working experience;
- High standard of spoken and written English, with a working knowledge of another European language being an advantage;
- Experience of financial/legal project management in science related or infrastructures with European or national projects
- Maritime/shipping experience would be an advantage
- Knowledge of the European research system
- Experience with EU related legislation
- Proficient knowledge of usual Microsoft Office tools (especially Excel and Power Point)

Inter-personal competences:

- Ability to organise and facilitate panels of national ministry and funding agency representatives and work closely with ERICON management team and the political director;
- Action-orientated, responsible and self-managed, 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;
- Assertive with capability of guiding decision-making procedures and to represent ESF in the scientific community;
- Excellent presentational skills;
- Proven organisational skills;
- Basic experience/training in people management (?)
- Transparency in working and a team-orientated work ethic;
- Commitment to deliver on allocated tasks and respond in a timely manner to deadlines;
- Ability to synthesise information and communicate complex situations/concepts simply;
- Ability to anticipate, identify and resolve complex financial issues;
- Ability to work autonomously;
- Positive and constructive attitude;
- Capable of demonstrating the ESF's values: Excellence, Openness, Responsiveness, Pan-European, Ethical Awareness and Human Values.

Employment conditions

- This full time position is offered for a 39 months contract, preferably starting mid-October 2008.
- The place of work is Strasbourg, France and the job will involve moderate travel to partner countries.
- 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 **18 august 2008** to jobs@esf.org quoting the following reference identifier **ERICON PRO-MGR2** or to ESF, Human Resources Unit - 1 quai Lezay-Marnésia, BP 90015, F-67080 Strasbourg France.

Interviews will be held in Strasbourg on **4 September 2008**.

Further details at www.esf.org