

## **EUA is looking to hire a PROJECT MANAGER (Energy field) – full-time**

EUA seeks a highly motivated and experienced professional to implement a new three-year EC-funded project that will gather and analyse empirical evidence from Europe's universities in the field of energy research, education and training. The project (entitled UNI-SET) will be developed in the context of the EUA-European Platform of Universities Engaged in Energy Research (EPUE), an open platform of universities covering EU member states and associated countries. UNI-SET will be implemented in partnership with the EIT KIC InnoEnergy. The policy context is that of the European Strategic Energy Technology Plan (SET-Plan), the European Research Area (ERA) and Horizon 2020 programmes and its activities in the energy field.

### **The role and tasks of the Project Manager – reporting to the Director for Research and Innovation – include:**

- Taking overall responsibility for the coordination and reporting of all project activities and management : these include survey design and data collection from EUA membership, organisation of conferences and seminars in cooperation with project partners;
- Supervising the work of the project team;
- Liaising with EUA membership, external partners and relevant stakeholders;
- Preparing information material as required (e.g. publications, newsletters, project website);
- Representing EUA at external conferences/events.

**This is a demanding post which requires experience in project management at European level, organisational talent, people skills and a strong knowledge and interest in the development of European research and education capacities in the field of energy.**

### **Therefore, you will need to demonstrate:**

- Experience in project management and reporting of European Commission Framework Programme projects;
- Experience in team management and excellent organisational skills;
- At least five years relevant experience, particularly in the university sector, with a PhD degree;
- Good knowledge of the European research and innovation policy framework, preferably in the energy field;
- Excellent oral and written communication skills, in particular the capacity to draft in English;
- Ability to work both independently and as part of a team, against tight deadlines and in an international environment.

### **The position is available immediately**

The Association based in Brussels offers a contract for the duration of the project under Belgian law and an attractive package of benefits.

A CV and cover letter should be sent to Minna Peltola by **8 December 2014** at the following email address: [minna.peltola@eua.be](mailto:minna.peltola@eua.be). EUA regrets that we are not able to acknowledge all applications received. Please note that only suitable candidates will be invited for interview.