The ESF is a non-profit organisation dedicated to the support of excellent science through partnerships and support to scientific programmes. We operate in the EU and wider European environment and collaborate with major scientific stakeholders. As part of our development, we invite applications for a Junior Science Officer preferably in the domains of social sciences.

The mission of the position is to perform tasks related to ESF projects and initiatives in the domains of impact analysis and evaluation of programmes and policies. The role also involves contributing to scientific activities (e.g. projects supported by the European Commission) and to the development of new initiatives.

Additionally, the role also involves participating to other scientific activities undertaken by ESF, in particular in Grant Evaluation.

This position will involve:

- Supporting the implementation of ongoing EU H2020 project activities in various projects, mainly in the field of Responsible Research and Innovation (RRI) and its related themes;
- Contributing to the timely performance in international collaborative projects, in compliance with external contracts;
- Representing ESF in assignment-related external meetings when necessary;
- Championing the preparation of deliverables, including policy statement and annual reports as well as internal interim reports;
- Proposing and drafting of materials for publication as news items or general communication updates of project activities;
- Keeping up to date with relevant scientific and research policy developments.

The JSO should demonstrate the following competencies:

Specific competencies

- PhD or Master’s degree in a relevant field with at least 3 years of experience in monitoring international projects and with demonstrable experience in the domain of evaluation and impact analysis;
- Proven experience in project management of international, multidisciplinary projects, in particular experience of the European Commission funded projects;
- Basic knowledge of European and national research structures and institutions contributing to the European and international science policy;
- High standard of spoken and written English, with a working knowledge of another European language is considered an advantage;
- Quantitative and qualitative data analysis;
- Ability to draft, under supervision, and present concise and clear scientific documents;
- Good working knowledge of MS Office systems and of electronic databases and Web sites (Scopus, ISI Web of Science, Google Scholar...).
Inter-personal competencies:

- Good organisational skills and capacity to deliver on allocated tasks and respond in a timely manner to deadlines;
- Action-orientated and responsible;
- Creative, willing to take initiative and continuously improvement-minded;
- Transparency in working and a team-orientated work ethic;
- Ability to represent ESF in the scientific community if applicable;
- Good communication skills across cultural and scientific boundaries, showing discretion, diplomacy and tolerance;
- Good presentational skills;
- Positive and constructive attitude.

Employment conditions:

This position empowers an emerging junior scientist with top-class learning in a very pleasant and dynamic environment.

- The position is expected to be full-time (100% FTE) and will start as soon as possible.
- The contract is offered for a duration of 12 months possibly followed by a permanent contract.
- The person selected for the position will be working from Strasbourg head office. The position may involve some travel.

Please send your application (cover letter + CV in English) by 14 September 2021 to jobs@esf.org quoting the following reference JS00921. Interviews will be held on 27 September 2021.

The ESF will not discriminate, nor allow its staff to discriminate, against any member of staff or applicant for employment or ex-employee on the basis of gender (including in cases of pregnancy or maternity); age; ethnic, national or social origin; religion or belief; sexual orientation; disability; political opinion; social or economic condition or health.