

EURASHE is looking for

A POLICY OFFICER ON RESEARCH, INNOVATION & REGIONAL ENGAGEMENT

EURASHE is the European association of institutions in higher education that offer professionally orientated programmes and are engaged in applied and profession-related research within the Bologna cycles. The role of the association is primarily to represent at European level the interests of professional higher education by engaging in policy-making and to provide members with a platform for communication, information and exchange of views. To follow and understand better the trends and various approaches across Europe, to gather input for our policies, to share experience among members and to promote good practices, EURASHE has been developing and running a number of international projects in line with its priorities.

EURASHE is looking for a Policy Officer on Research, Innovation and Regional Engagement to join its small and dynamic team in the centre of Brussels with a preferred start from 1 October 2018 the latest.

ROLE

The Policy Officer will develop in close cooperation with the Secretary General EURASHE policies, projects and activities regarding applied research, innovation and regional engagement of universities of applied sciences (UAS) including other institutions of professional higher education and promote these towards European institutions, partners and stakeholders.

These will include also:

- providing support to the EURASHE working group on Applied research and regional development;
- further development of EURASHE long-term framework of activities and events linked to applied research and regional engagement including students' involvement in research, EURASHE members' capacity building and exchange;
- developing and coordinating projects and activities mapping UAS relevant research and regional development activities, their outcomes and impact;
- promoting the role and enhanced engagement of UAS within research, innovation and regional development;
- mapping opportunities for EU-funded and other projects in applied research and regional development;
- liaison with relevant European institutions, partners and stakeholders including coordination within the UAS4EUROPE platform;
- other relevant ad hoc activities related to issues of research, innovation, its link to learning and teaching, cooperation of higher education with

PROFILE

We are looking for an independent, open and motivated team player who is able to work efficiently in an international team. The position requires sufficient autonomy, collaboration and coordination within international environment under supervision of the Secretary General.

Requirements

- Master's degree
- Minimum of 3 years of valuable working experience in R&I and/or regional development with preferred experience from within UAS sector
- Experience in developing, reviewing and synthesizing policies and EU documents, and communicating outcomes to a diverse and broad audience

- Good knowledge of English, both spoken and written
- Working experience within an international environment
- Excellent communication, organisational, interpersonal and IT skills
- Ability to work independently, under tight deadlines

Added values

- Experience in coordination of research agenda within UAS
- Experience in the management of EU-funded projects
- Thorough understanding of the functioning of European institutions and decision-making process
- Experience in European public affairs and/or academic or not-for-profit environment
- Good knowledge of the Higher Education Sector
- Knowledge of other European languages

Unless a national of the EU country candidates must be eligible to work in Belgium and must have a work permit.

EURASHE offers

- Full-time position (38 hours/week) within an indefinite contract under Belgian law
- Additional benefits: transportation allowance, meal vouchers and 30-day annual leave
- Opportunity to manage and develop large scale projects in R&I and regional development fields
- Very friendly working environment: at EURASHE we value mutual respect, teamwork and diversity
- Occasional travels within Europe

APPLICATION PROCEDURE

Interested candidates should submit the following documents in English addressed to Michal Karpíšek, Secretary General of EURASHE at eurashe@eurashe.eu by 18 September 2018, mentioning “EURASHE Policy Officer” in your email’s subject line:

- a CV max 2 pages
- a cover letter addressing:
 - candidate’s motivation;
 - key issues showing the relevant experience and candidate’s views regarding the agenda;
 - including current salary and/or rough salary expectations
 - date of possible start

Applications will be processed on an ongoing basis. Early applications are encouraged, as we will go through them as they come and can contact suitable candidates before the application deadline. Please note that only shortlisted candidates will be contacted and invited for interviews in September 2018 in Brussels or online. EURASHE will not be able to reimburse travel costs for interviews.

For more information about EURASHE: www.eurashe.eu