

**2019-BRU-A2-FGIV-011928****FG IV - Planning and Programming Officer**

Position for: FG IV – Planning and Programming Officer	<p>As the science and knowledge service of the Commission, the mission of DG Joint Research Centre is to support EU policies with independent evidence throughout the whole policy cycle.</p> <p>The JRC is located in 5 Member States (Belgium, Germany, Italy, the Netherlands and Spain). Further information is available at: https://ec.europa.eu/jrc/</p> <p>The current vacancy is in the Strategy, Work Programme and Resources Directorate, Work Programme Unit, based in the Brussels headquarters of the JRC.</p> <p>The Work Programme Unit is responsible for the planning of the Work Programme and for the coordination of relations with Partner DG.</p> <p>The programming officer will support the planning and the monitoring of the implementation of the JRC work programme. S/he will be involved in preparing strategy level document(s) about the JRC work programme giving concise summary(ies) of JRC strategic work programme priorities in understandable and communicable way.</p> <p>The programming officer will also contribute to collecting and managing inputs and feedback from all key stakeholders, internal and external to JRC.</p> <p>In addition s/he will compose statistics, reports and visual presentations about the content of the JRC work programme according to different parameters.</p> <p>Qualifications:</p> <p>We are looking for candidates with skills and experience in managing and gathering information from different sources and stakeholders.</p> <p>S/he will need to plan the related activities and be prepared to reprioritise foreseen activities when needed in order to meet the deadlines.</p> <p>The programming officer needs to be able to draft strategic level documents in a concise and understandable manner. S/he must be able to develop a detailed overview of JRC scientific and policy support activities, and collaborate effectively with different internal and external stakeholders.</p> <p>Skills and experience in analysing data and in translating it into understandable and visualised information will be an advantage.</p> <p>Proficient user of English (C1).</p>
Directorate Unit	<p>Strategy, Work Programme and Resources Work Programme</p> <p>Further information: https://ec.europa.eu/jrc/</p>

Indicative duration	36 months initial contract with possible renewals up to maximum 6 years
JRC Site Country	Brussels Belgium
Rules and eligibility	<p>The candidate must be on a valid EPSO reserve list for Function Group IV contract staff.</p> <p>If you are not in any valid EPSO reserve list for Function Group IV contract staff, you can still apply by following these steps.</p> <p>You express your interest by applying to the CAST Permanent or to the permanent JRC Call for researchers.</p> <p>1. CAST Permanent: open-ended selection procedure to create a pool of candidates from which the institutions, bodies, offices and agencies of the European Union (EU) can recruit contract agents. https://epso.europa.eu/documents/2240_en</p> <p>2. JRC Call COM/1/2015/GFIV – Research: open-ended selection procedure to create a pool of candidates from which mainly the JRC can recruit contract agents FGIV as researchers. Details available at the link below: https://ec.europa.eu/jrc/en/working-with-us/jobs/vacancies/function-group-IV-researchers</p> <p>Only then you can apply for this specific position, through http://recruitment.jrc.ec.europa.eu/?type=AX</p> <p>Auxiliary contract staff: https://ec.europa.eu/jrc/en/working-with-us/jobs/temporary-positions/contract-staff-members</p> <p>Article 3b of the Conditions of Employment of Other Servants of the European Union applies: the actual period of employment within the Commission under this type of contract, including any period under renewal, shall not exceed 6 years.</p> <p><i>Please note that in case a high number of applications is received only shortlisted candidates will be contacted.</i></p>