



2019-BRU-H1-FGIV-013008

**FG IV - Project Officer - Knowledge sharing and collaboration**

<p><b>Position for:</b></p> <p><b>FGIV – Project Officer</b></p>	<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: <a href="https://ec.europa.eu/jrc/">https://ec.europa.eu/jrc/</a></p> <p>The "Knowledge for Policy: Concepts and Methods" Unit, belonging to the Knowledge Management Directorate, is looking for a motivated and pro-active "Knowledge sharing and collaboration project officer".</p> <p>The mission of the Unit is to understand how to best inform public policy with scientific knowledge in order:</p> <ul style="list-style-type: none"><li>• to train JRC scientists and Commission policymakers in managing scientific knowledge;</li><li>• to provide advice on how to collaborate and share knowledge;</li><li>• to engage citizens;</li><li>• to support the management of the Commission's country and regional knowledge (in particular for the European Semester);</li><li>• to build knowledge for policy capacity in the Member States and developing countries.</li></ul> <p>The position is to contribute to the development of the Commission's "one-stop-shop", which aims at providing consultancy to all services of the Commission in the field of Collaboration and Knowledge sharing.</p> <p>Main tasks will include:</p> <ul style="list-style-type: none"><li>• Providing consultancy advice to other Commission services on knowledge sharing and collaboration, including on changing processes, choosing platforms, changing behaviours and practices.</li><li>• Review, monitor and analyse best practices and latest developments in knowledge sharing and collaboration, especially in public administrations.</li><li>• Use case analysis of collaboration projects within the Commission, using interviews, surveys etc.</li><li>• Contribute to establish and maintain regular contacts and exchanges with public and / or private international organisations and / or with research institutions and the academic community at large in the assigned policy area.</li></ul> <p>Qualifications:</p> <p>The ideal candidate should have a university level education and relevant experience in one the following areas: knowledge</p>
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	<p>sharing and collaboration, organisational development, business process re-engineering, document management, collaboration platforms, consultancy techniques, change management, organisational development, project management or user experience.</p> <p>He/she should have the following skills:</p> <ul style="list-style-type: none"> <li>• A team playing mind-set, reliability, sense of responsibility and service culture;</li> <li>• Analytical thinking and sound judgement capacity coupled with initiative spirit;</li> <li>• Interactive skills and ability to communicate technical or specialised information;</li> <li>• Ability of understanding clients' needs and concerns;</li> <li>• Problem solving attitude and drive for results;</li> <li>• Planning, prioritising and multitasking attitude;</li> <li>• Good synthesising and writing skills.</li> </ul> <p>Very good knowledge of spoken and written English (B2 minimum) is required. Knowledge of other European languages would be considered an advantage.</p>
<b>Directorate Unit</b>	<p>Knowledge management Knowledge for Policy: Concepts and Methods</p> <p>Further information: <a href="https://ec.europa.eu/jrc/communities/community/evidenc e4policy">https://ec.europa.eu/jrc/communities/community/evidenc e4policy</a></p>
<b>Indicative duration</b>	36 months initial contract with possible renewals up to maximum 6 years
<b>JRC Site</b> <b>Country</b>	Brussels Belgium
<b>Rules and eligibility</b>	<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. <a href="https://epso.europa.eu/documents/2240_en">https://epso.europa.eu/documents/2240_en</a></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:</p>

<https://ec.europa.eu/jrc/en/working-with-us/jobs/vacancies/function-group-IV-researchers>

Only then you can apply for this specific position, through <http://recruitment.jrc.ec.europa.eu/?type=AX>

**Auxiliary contract staff:**

<https://ec.europa.eu/jrc/en/working-with-us/jobs/temporary-positions/contract-staff-members>

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.

*Please note that in case a high number of applications is received only shortlisted candidates will be contacted.*