



2017-IPR-A-000-9171

**Joint Research Centre Institutional History
Project (iHiP)**

<p>Position for:</p> <p>Trainee</p>	<p>As the science and knowledge service of the Commission, the mission of 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: http://www.jrc.ec.europa.eu</p> <p>Short description of activity: This position is part of DG JRC Institutional History Project (iHiP) and will be located at the DG JRC.A3 Interinstitutional, International Relations & Outreach Unit.</p> <p>The mission of the Unit A3 is to manage DG JRC's relations with its strategic stakeholders in the EU Institutions, Member States, Countries Associated with H2020 and international partners. To co-ordinate the Education and Training Actions of the DG JRC, to facilitate open access to DG JRC research infra-structure, to co-ordinate DG JRC's standardisation activities, to raise the profile and reputation of the DG JRC and its activities through the coordination of the JRC communication strategy.</p> <p>The position of trainee relates to the collaboration for the creation of a DG JRC history archive (including e.g. detection, collection, inventory & archiving of documents; the digitisation of these documents, the archiving and analysis through data and text mining supported by machine learning/artificial intelligence; it encompasses also communication activities and administrative support for the JRC's Institutional History Project.</p> <p>The project has 3 objectives, to be achieved under the supervision of the Traineeship adviser:</p>
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	<p>1. Short term: Communication-products for the 60th JRC anniversary activities.</p> <p>2. Medium term: Streamline and digitise the JRC archive and produce historically correct highlights of the history of the JRC.</p> <p>3. Longer term: Realise a fully digitised, well organised JRC archive and write an authoritative and scientifically correct history of the JRC.</p> <p><u>Qualifications:</u> <u>Essential:</u></p> <ul style="list-style-type: none"> • degree in Archival Studies, Informatics (artificial intelligence/machine learning, data and text mining), History or equivalent; • Knowledge of English language (B2 level). <p><u>Advantage:</u></p> <ul style="list-style-type: none"> • very good command of a third language (French, German, or Italian) written and oral; • high organisational and drafting skills; • experience with innovative techniques in the archiving and digitisation sector. <p><u>For general eligibility requirements, please read the rules governing the traineeship scheme of the JRC:</u></p> <p>https://ec.europa.eu/jrc/en/working-with-us/jobs/temporary-positions/jrc-trainees</p>
Institute/Directorate Unit	<p>DG Joint Research Centre A3 Interinstitutional, International Relations & Outreach Unit</p> <p>Further information: https://ec.europa.eu/jrc</p>
Indicative duration	5 months
Preferred starting date	As soon as possible
JRC Site	Ispra
Country	Italy
<u>JRC contact details</u>	<p>For any technical problems with your application, please contact: HR-AMC8-RECRUITMENT-TOOLS-SUPPORT@ec.europa.eu</p>