



**EMBRC**  
EUROPEAN  
MARINE  
BIOLOGICAL  
RESOURCE  
CENTRE

## ***Vacancy details***

### **Executive Director of the European Marine Biological Resource Centre**

Application deadline: 30 June 2018

Envisaged start date: 1 January 2019

Duration: 3 years (renewable)

Working hours: full time

Compensation: from 100k€/annum , subject to negotiation and according to experience.

The executive director will receive a mandate from the EMBRC-ERIC General Assembly, in the form of a contract stating his/her role, duties and compensation ("Mandataire social"). French social security, pension system, unemployment and health insurances can be contracted by the executive director through the RSI (Regime Social des Indépendants) and will be taken in consideration in the compensation.

Contractor: European Marine Biological Resource Centre EMBRC - ERIC

Location: Main Campus Sorbonne Université, 4 place Jussieu, 75005 Paris, France

**Responsible to:** EMBRC-ERIC General Assembly

**In charge of:** EMBRC-ERIC Secretariat staff including Secretary, Project Manager, Communications Officer, and other positions that may be opened in the future.

#### **General summary:**

The European Marine Biological Research Centre (EMBRC-ERIC) is a research Infrastructure of pan-European relevance (<http://www.embrc.eu>). Part of the ESFRI roadmap since 2008, it is constituted as an European Research Infrastructure Consortium (ERIC) by The Commission Implementing Decision (EU) 2018/272, of 20 February 2018. EMBRC-ERIC is designed to further fundamental and applied marine biology and ecological research. EMBRC aims to support and drive forward marine biological science in Europe by providing users from academia, industry and government with suitable, high-level research facilities, resources and services. EMBRC will provide a central access portal for the investigation of European marine coastal ecosystems and bioresources including marine model organisms. EMBRC-ERIC Operators include renowned marine biological stations and institutes across European and Associated countries. By providing access to state-of-the-art national facilities, EMBRC-ERIC will provide the necessary and relevant services, facilities and technology platforms to study marine organisms and ecosystems. EMBRC-ERIC will help promote the development of blue biotechnologies by supporting fundamental and applied research activities in medicine, nutrition, aquaculture, biotechnology, and fisheries, among others. The vision is for EMBRC-ERIC to be a global reference Research Infrastructure for fundamental and applied marine biology and ecology research.

EMBRC-ERIC has presently nine members: Belgium, France, Greece, Israel, Italy, Norway, Portugal, Spain, and UK. During 2018, the research Infrastructure, established in the form of an ERIC, will start the operational phase of its headquarter operations and activities.

The governing board of EMBRC-ERIC is the General Assembly of the Members (GA).

#### **Role and responsibilities of the Executive Director**



The Executive Director (ED) is the authorized representative of the EMBRC-ERIC. It is expected that the ED will be an energetic, highly motivated and ambitious professional with the experience to achieve progress and contribute to the development of EMBRC-ERIC's vision, strategy and plans. They will work under the direction of the GA and ensure the integration of the Secretariat, the Operators and the National Nodes and build and strengthen strategic partnerships, realize and advance opportunities, and liaise with internal and external stakeholders to achieve the goals of EMBRC-ERIC.

The ED will oversee the EMBRC-ERIC operational implementation as outlined in the EMBRC-ERIC Statutes. They will be responsible for the timely and appropriate implementation of decisions and strategies defined by the GA and in tight coordination with the Committee of the Nodes (CoN). They will chair the CoN, direct the Central Management Office (CMO) and coordinate its activities. They shall set up the organizational framework, build and strengthen strategic partnerships, guide scientific excellence, maximize innovation opportunities, develop a long-term strategic plan, and liaise with internal and external stakeholders to achieve the goals of EMBRC-ERIC. They will be responsible for organizing GA meetings, work with the GA in preparing annual work plans and budgets, financial reporting on the previous year's research and development programme, and will report to the GA. They will represent/delegate representation of the EMBRC-ERIC at international conferences and meetings. They will be authorized to enter into contracts on behalf of the EMBRC-ERIC in accordance with the provisions of the Statutes and Rules of Operations. The ED will be responsible for promoting EMBRC-ERIC and for attracting new Members to join and contribute scientifically and financially to the research infrastructure

**Required qualifications & competences:**

- PhD or equivalent experience in science (preferentially in marine or related sciences), business or engineering;
- five years of project and management experience in the science and innovation domain, preferably in an international context;
- demonstrated ability to lead professional staff, and engage effectively with broad array of individuals;
- an international interdisciplinary science and stakeholder network;
- demonstrated experience in budget management and a proven fundraising record (research grants, contracts with the private sectors...);
- demonstrated ability to work collaboratively with diverse stakeholders;
- project and organizational management experience
- excellent communications and public relations skills;
- proficiency in at least two European languages including excellent spoken and written English.



**Desired competences:**

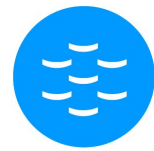
- experience in the European Research Area, and in the international arena;
- knowledge of the marine and maritime policy landscape in Europe;
- knowledge of international marine research institutions, organizations, infrastructures and other relevant bodies;
- Experience with the preparation and management of projects funded by the European Commission;

**Responsibilities:**

- Institutional representation of EMBRC-ERIC;
- Operational and administrative management of the infrastructure.

**Duties:**

- be the authorized representative of EMBRC-ERIC;
- chair the Committee of the Nodes of EMBRC-ERIC;
- implement the annual budget;
- prepare reports or opinions upon request by the GA;
- ensure sound management and internal financial control system;
- prepare the Long-term Strategic Plan;
- organize the selection of CMO staff, in collaboration with a selection committee of GA representatives;
- direct the CMO, including day-to-day administration, HR, and management of EMBRC-ERIC;
- oversee the execution of the Annual Work Programme;
- implement decisions taken by the GA in consultation with the CoN and Liaison Officers;
- scout opportunities for EMBRC-ERIC participation in programmes and projects;
- submit to the GA:
  - the statement of audited accounts for the previous year;
  - the Scientific Programme and Budget for the following fiscal year, which shall include all incomes, revenues and expense items, even if only based on estimates, in the form of a balance sheet and statement of assets and liabilities;
  - the multi-annual programme, with related budget estimates and updates;
  - a Final Report on work programme activities carried out during the previous year
- Facilitates effective work within the EMBRC consortium;
- Provides support to the General Assembly by preparing meeting agendas and supporting documents;
- Organize official meetings of EMBRC-ERIC



**Working conditions:**

- The general place of work will be an office environment at the central Jussieu campus of the Sorbonne Université, Paris;
- The work will include extensive travel within Europe and some travel outside Europe;
- Extended hours will be occasionally necessary when travelling, attending meetings, and other time sensitive activities;

**Working benefits:**

- Reimbursement of relocation expenses occurring at appointment;

**Selection procedure:**

- applications should be addressed to the Chair of the EMBRC-ERIC GA, Professor David Paterson (Professor David Paterson, Chair of EMBRC ERIC General Assembly, Scottish Oceans Institute East Sands, University of St Andrews, St Andrews, Fife, KY16 8LB, UK) and submitted by email to [recruitment@embrc.eu](mailto:recruitment@embrc.eu) as a single pdf file including CV, evidence of meeting the required and desirable competences, cover letter, and the names of 3 (three) persons willing to provide letters of reference;
- the deadline for submission is midnight 30 June 2018, Paris local time;
- any specific enquiries about this job posting should be sent to [recruitment@embrc.eu](mailto:recruitment@embrc.eu)

Shortlisted applicants will be notified by 30 July 2018 and interviews will take place in September in Paris. The envisaged start date is 1 January 2019. The initial probationary period is 6 months.

Applications are encouraged from citizens of the European Union and associated countries.