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CENTRE FOR
ADVANCED
STUDIES

Florence, 26/01/2016

VACANCY NOTICE for a PROJECT ASSISTANT

The EUI has a vacancy for a Project Assistant in the Robert Schuman Centre for Advanced Studies.

Reference number: RSC4/2016 (please quote in all correspondence)

Department:	Robert Schuman Centre for Advanced Studies – Florence School of Regulation
Length of contract and % of full-time:	One year full time contract with the possibility of renewal for up to maximum of 5 years. Start date as soon as possible, but not later than April 1 st , 2016.
Salary indication:	Basic net salary between €2.000 and € 2.500 per month, depending on the qualifications and allowances if applicable
Director of project:	Prof. Jean-Michel Glachant
Title of project:	Florence School of Regulation – Energy & Climate
Job description:	The candidate will be in charge of coordinating all the training activities (residential and online) of the Florence School of Regulation – Energy & Climate. The candidate will be expected to work in close cooperation with the trainers and FSR Energy & Climate Team in order to organise and deliver high quality and innovative training courses as well as to enrich the current training offer by developing new training courses. The candidate will be, furthermore, responsible for managing the training content and materials, including online resources and online and blended learning as well as for the concrete aspects relating to the management of such training.
Place of work:	Florence, Italy
Qualifications:	Essential: University degree

	<p>Experience in the training and/or education sector</p> <p>Experience with innovative (online) training activities</p> <p>Experience with making research and knowledge easily and openly accessible</p> <p>Desirable:</p> <p>Experience in life-long learning activities</p> <p>Familiar with energy and climate topics</p>
Languages:	<p>Fluent in written and spoken English</p> <p>Knowledge of other languages is an advantage</p>
Contact details	<p>For more information contact ilina.hristova@eui.eu</p>
Deadline	<p>The closing date for applications is: 14.02.2016</p>
How to apply	<p>Fill in the on line application form and upload documents as requested.</p>