



Florence, 20 January 2021

## VACANCY NOTICE for a RESEARCH ASSISTANT

The EUI has a vacancy for a Research Assistant in the Academy of European Law

**Reference number: V/RA/AEL/1/2021** (please quote in all correspondence)

<b>Department:</b>	Academy of European Law
<b>Length of contract and % of full-time:</b>	6 months, starting as soon as possible; full-time
<b>Salary indication:</b>	Approximate net salary of 1,950 EUR per month (grade ASTAC1e/1), plus allowances if eligible.  <a href="#">More information</a> about conditions of employment.
<b>Director of projects:</b>	Directors of the Academy of European Law: Professors Claire Kilpatrick and Joanne Scott
<b>Title of projects:</b>	All Academy of European Law <a href="#">research projects</a>
<b>Job description:</b>	<ul style="list-style-type: none"><li>• Research activities for Academy projects, including <a href="#">The Court of Justice in the Archives</a> project</li><li>• Preparation of grant proposals</li><li>• Project management related to all Academy projects</li><li>• Dealing with project publications and databases</li><li>• Editing of project websites (information about events and Calls for Papers, updating content)</li><li>• Preparation of statistics and reports</li><li>• Assistance with practical tasks related to event organisation</li><li>• Administrative assistance, as necessary</li></ul>
<b>Place of work:</b>	Florence

<p><b>Qualifications:</b></p>	<p><u>Essential:</u></p> <ul style="list-style-type: none"> <li>• Master’s degree in Law</li> <li>• Experience of creating and managing databases of legal sources</li> <li>• Strong analytical skills</li> <li>• Excellent organizational and communication skills</li> <li>• Ability to work independently and as part of a team</li> <li>• Proactive and responsible attitude, well-organised and with a sense of initiative</li> </ul> <p><u>Advantageous:</u></p> <ul style="list-style-type: none"> <li>• Experience of advanced academic research on relevant legal issues</li> <li>• Previous web editing experience desirable</li> <li>• Experience in an academic institution</li> </ul>
<p><b>Languages:</b></p>	<ul style="list-style-type: none"> <li>• Excellent written and spoken English</li> <li>• Fluency in French is desirable</li> </ul>
<p><b>Contact details</b></p>	<p>For more information, contact : <a href="mailto:joyce.davies@eui.eu">joyce.davies@eui.eu</a></p>
<p><b>Deadline</b></p>	<p>The closing date for applications is <b>3 February 2021</b> at midnight (Florence time)</p>
<p><b>How to apply</b></p>	<p>Fill in the <a href="#">online application form</a> and upload documents as requested.</p>