VACANCY NOTICE for PROJECT ASSISTANT

The EUI has a vacancy for Project Assistant in the School of Transnational Governance

Reference number: V/RA/STG/3/2020 (please quote in all correspondence)

Department:	School of Transnational Governance
Length of contract and % of full-time:	Duration: 12 months with the possibility to be renewed up to a cumulative period of 5 years. Part-time, 50% Start date ideally beginning of April
Salary indication:	Basic net monthly salary is approx. 2350 Euro, plus allowances if applicable: e.g. expatriation allowance, household allowance, dependent child allowance, education allowance etc. More information about conditions of employment is available here.
Director of project:	Prof. Miguel Poiares Maduro
Title of project:	School of Transnational Governance/GIZ Pagoda
Job description:	The School of Transnational Governance seeks to hire a Project Assistant to support its activities in relation to climate governance. The Project Assistant will be expected to: - conduct research on issues related to climate governance; - support the design, development and delivery of training and online courses on climate governance; - prepare policy papers and teaching and training materials on climate governance.
Selection criteria:	Essential: - Degree in a relevant discipline or equivalent demonstration of expertise through at least 10 years of relevant experience in the field - Demonstrated experience and knowledge of climate governance - Thorough knowledge of climate action and policies - Excellent communication skills - Experience in designing Executive Training Education offers - Experience in writing policy papers Desirable: - Experience in the delivery of online teaching and/or training
Place of work:	Brussels
Languages:	Excellent level of written and spoken English is essential. Knowledge of other languages is an advantage.

Contact details:	For more information contact paula.gori@eui.eu
Deadline:	The closing date for applications is: **6 March at midnight (CET)**
How to apply:	Fill in the online application form and upload documents as requested