



The EUI has an open vacancy for a

## Project Assistant in

# Robert Schuman Centre for Advanced Studies

Florence, 07 March 2022

Reference: [V/PA/RSC/5/2022](#)

### Who we are

The **European University Institute** (EUI) at a glance:

- an **international organisation** set up in 1972;
- a research university focusing exclusively on **postgraduate, doctoral and post-doctoral studies**, and advanced research;
- located in the hills overlooking the city of Florence, Italy.

The Institute also hosts the Historical Archives of the European Union.

The Robert Schuman Centre for Advanced Studies (RSCAS) is an inter-disciplinary research centre at the heart of the European University Institute (EUI). It was established in 1992 to complement the four EUI disciplinary departments (Economics, History and Civilization, Law, Political and Social Sciences) with the aim to be involved in both basic and policy research, collaborate with other centres of excellence in Europe, provide opportunities for young scholars and promote dialogue with the world of practice. The Centre's goal is to maintain an environment and support structure that fosters intellectual curiosity and excellent research. The research agenda of the Centre is currently guided by three major themes: Integration, Governance and Democracy; Regulating Markets and Governing Money; and 21st Century World Politics and Europe.

### Employment details

<b>Contract type</b>	Full-time (30/30, 100%)
<b>Length of contract</b>	2 years, start date as soon as possible This contract may be further renewed (several times and conditional to the availability of funds), leading to an extension of the period of service up to a total of 5 years, including the first contract period.
<b>Salary indication and grade</b>	Grade: ASTAC1e Step 1 The basic net monthly salary after taxes is approximately 1985 Euro, plus

allowances if applicable.

More information about conditions of employment is available [here](#).

Place of work

Florence, Italy

## About the project

Project Director(s)

Prof. Thorsten Beck

Project details

The [Florence School of Banking and Finance](#) is a key point of reference for training and debate on banking and finance policy at the European level. Since its establishment in 2016, more than 17.000 people from over 75 countries have participated in over 200 training and debate activities of the School. The banking and financial professionals involved in the School's activities include members of European and non-European central banks, national supervisory and control authorities, European institutions, academia and the private sector, including numerous high profile figures.

Job description

The candidate will be involved in the production of audiovisual materials for online courses, as well as audiovisual material for publicity activities, in the framework of the RSCAS activities (among others, specific support will be given to the Florence School of Banking and Finance). The candidate will work under the supervision of the FBF videomaker. The expected tasks include:

- Recording audiovisual material
  - Recording (online and on-campus) audio material, for the production of video outputs including: lectures, narrations, podcasts and interviews;
  - Recording (online) video lectures, presentations, and interviews, featuring speakers connected through online conferencing software;
  - Recording (on-campus) video lectures, presentations, and interviews, featuring speakers at the EUI premises;
- Editing
  - Editing audio and visual material, ensuring a high level of audiovisual quality;
  - Visual development;
  - Designing motion graphics, layouts, animations and graphic materials, for inclusion in online course video contents and marketing materials in line with the EUI and RSC corporate identity.

## Qualifications and experience

Qualifications and

**Essential:**

Experience

- Proven excellent command of audio-video editing software (Adobe Premiere, After Effects, Audition and alternatives);
- Studies background (university, training programme, certification) in videomaking, video directions, audiovisual production;
- Proven good command of graphic design software and of the major industry standards;

- Proven good command of software for remote audiovideo recording (including videoconferencing, i.e. Zoom/Skype);
- Proven experience in using recording equipment (video cameras, audio recorders, microphones).

**Desirable:**

- At least 2 years of professional experience in the production of audiovisual materials (proven by a portfolio);
- Proven experience in using green screen technologies;
- Proven ability to work with motion graphics;
- Proven experience in online teaching/e-learning and/or in the academic environment;
- Proven experience in working as part of a multinational and multidisciplinary team in an international environment.

**Languages**

Excellent knowledge of English, both written and spoken (CEFR level: C1 or above), knowledge of other European languages is considered an asset.

## How to apply

**Deadline**

The closing date for applications is **18 April 2022** at midnight (Florence time)

**Contact details**

For more information contact Donato Di Bartolomeo, [donato.dibartolomeo@eui.eu](mailto:donato.dibartolomeo@eui.eu)

**How to apply**

Fill in the [online application form](#) and upload documents as requested