



The EUI has an open vacancy for a

Project Assistant in the

Robert Schuman Centre for Advanced Studies

Florence, 17 April 2023

Reference: V/PA/RSC/15/2023

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.

The **Florence School of Regulation (FSR)**, established in 2004, provides a framework for independent discussion and knowledge exchange with the purpose of improving the quality of European regulation and policy. We deliver academic research, training and policy events in the areas of Energy & Climate, Communications & Media, Transport and Water.

The **African School of Regulation (ASR)** is being created by six ASR Partners - European University Institute (EUI), the University of Cape Town (UCT), the Pan African University Institute of Water and Energy Sciences (PAUWES), the Enel Foundation, RMI, and the Energy Nexus Network (TENN). It aspires to become a centre of excellence for independent discussion and knowledge exchange with the purpose of improving the quality of African energy regulation and policy. Africans will shape the sustainable energy transition, enhancing or creating the institutions needed to build and operate their required infrastructure. The objective of the ASR is to build skills, knowledge, and sustainable jobs, thereby creating additional value in Africa in the field of energy regulation. This can only be achieved with excellence and intellectual integrity, which require highly capable professionals (both local and global) and independence. The institutional design, organisation, and funding of

the ASR must make sure that both requirements are met. The ASR will draw on specialist global knowledge and expertise on how to regulate the power sector effectively. It needs an appreciation and understanding of the rapid global energy transition, and it needs to apply this knowledge and experience to the challenges of the African context, including the imperative of universal access to electricity. Building new capabilities in Africa requires local institutions with specialist knowledge and expertise backed by partners who are at the frontiers of international experience.

The ASR shall strive to support the achievement of reliable, affordable, and sustainable energy supply for all, and the protection of the customers, which indirectly also requires the protection of the companies in charge of the entire supply chain. To deliver on this goal and better represent energy customers, the ASR also commits to building an inclusive environment for female regulators and policymakers in a historically male-dominated field.

Employment details

Contract type	Full-time (30/30, 40 hours/week)
Length of contract	12 months, 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.
Salary indication and grade	Grade: ASTAC1b step 1 The basic net monthly salary after taxes is approximately 2,810 Euro, plus allowances if applicable. More information about conditions of employment is available here .
Place of work	Florence, Italy

About the project

Project Directors	RSCAS Director Erik Jones and Prof. Ignacio J. Pérez-Arriaga
Project details	The African School of Regulation (ASR)
Job description	<p>The Project Assistant will provide organizational and logistical support to the Directors of the project. Main tasks include:</p> <ul style="list-style-type: none">• Developing and implementing a website and social media strategy stipulating tactical activities planned and conducted together with the ASR such as conferences, podcasts, newsletters, videos, Reports and promotional materials;• Supporting the Communications Specialist to develop creative artwork, including infographics, banners, flyers, policy documents and other

publications for various digital platforms, as well as articles and content for the website and the drafting and circulation of the ASR newsletter;

- Creating, editing and updating various content for the ASR website and ASR social media in coordination with the Communications Specialist;
- Using analytical tools to regularly report on the performance of the website and other digital channels;
- Assisting the ASR team in the development and implementation of the communication strategy targeting stakeholders in the energy regulation field;
- Supporting on an occasional basis specific ASR projects in their dissemination activities, depending on the needs.

Qualifications and experience

Qualifications and Experience

Essential:

- MA in communications, design, journalism or related field;
- Excellent written and oral communication skills, acquired through previous experience;
- Demonstrated knowledge of Wordpress, HTML and CSS;
- Previous experience in the field of communication, including writing for the web, CMS and proven familiarity with digital marketing tools;
- Strong multi-tasking and organizational skills, as well as the ability to work in a team, acquired through previous experience;
- Proven ability to work with Adobe Creative Suite, in particular Photoshop, Illustrator and InDesign;
- Demonstrated knowledge of standard tools such as Word, Excel, Outlook, PowerPoint and Acrobat Pro, as well as with social media tools, e.g., Buffer, Loomly or Hootsuite.

Desirable:

- Proven experience with working with international teams;
- Demonstrated experience working in the energy sector in Africa;
- Demonstrated knowledge of e-learning.

Languages

Excellent knowledge of English, both spoken and written ([CEFR](#) level: C1 or above). Knowledge of French constitutes an advantage (CEFR level: B2 or above). Knowledge of other languages spoken in Africa is also an advantage.

How to apply

Deadline

The closing date for applications is **07 May 2023** at midnight (Florence time)

Contact details

For more information contact Ian Devine, ian.devine@eui.eu

How to apply

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

Data Protection

The purpose of processing the data submitted by candidates is to manage their application in view of a possible pre-selection and recruitment by the EUI. The information candidates provide in their application form is collected for the purpose of the selection procedure. The EUI will ensure that candidates' personal data are processed as required by its Data Protection Policy ([President's Decision No. 10/2019 of 18 February 2019 regarding Data Protection at the EUI](#)).

Equal opportunities

The European University Institute applies a policy of equal opportunities, which, in accordance with Article 1d of its Staff Regulations, prohibits discrimination on any grounds such as sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation. Any reference in this notice to a person of the male sex must be deemed also to constitute a reference to a person of the female sex.