



The EUI has an open vacancy for a

Project Assistant in the

Robert Schuman Centre for Advanced Studies

Florence, 31 July 2025

Reference: V/PA/RSC/19/2025

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 Project Assistant will be based at the [Centre for Media Pluralism and Media Freedom \(CMPF\)](#) which is part of the-Schuman Centre. It conducts advanced research and monitoring on media pluralism across Europe to support democracy, accountability, and fundamental rights. The CMPF is also a research and training centre that aims to develop innovative and relevant lines of research on media freedom and pluralism in Europe and beyond, and to provide knowledge support to the international, European and national policy and rulemaking processes

Employment details

Contract type	Full-time 100% (30/30, 40 hours/week)
Length of contract	12 months, Start date: as soon as possible
Salary indication and grade	Grade: ASTAC1e step 1 The basic net monthly salary after taxes is approximately 2,150 Euro, plus

allowances if applicable.

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

Place of work

Florence, Italy

About the project

Project Directors

Prof. Pier Luigi Parcu and Prof. Erik Jones

Project details

The “[Voices - European Festival of Journalism and Media Freedom](#)” project is a 27-months EU-funded project aiming at reinforcing dialogue and cooperation among journalists, media organisations, media literacy professionals, civil society, policy-makers and academia. The central objectives are to create an inclusive spaces for dialogue on journalism, media freedom, and democratic resilience; support awareness and implementation of the European Media Freedom Act among key stakeholders; provide a knowledge hub for media professionals, policymakers, and civil society to exchange expertise and improve media and digital policy; and to bridge the European and local perspectives in promoting media freedom, journalism, and information integrity. The project has three main streams of activities:

- Organising three editions of the Voices Festival.
- Producing and disseminating festival reports and recommendations and systematising existing knowledge.
- Engaging with local municipalities, universities, especially journalism schools, other relevant communities, and encouraging the organisation of side events.

The EUI/CMPF is the leader of the Voices consortium composed of 8 organisations representing a strong EU-wide networks of journalists, public service media, media literacy experts and teachers, and media academic researchers.

Job description

The Project Assistant will provide assistance to the Directors of the project and will report directly to the Project Coordinator, Giovanni Melogli.

Main tasks include:

- Supporting the coordination of the project and different stakeholders both internally and externally to the consortium;
- Monitoring outstanding tasks, deadlines and requests and ensuring timely delivery of project outputs;
- Maintaining and updating the internal project repository including decisions by the Steering Committee;
- Attending meetings with internal and external stakeholders;
- Contributing to coordinating project deliverables, dissemination and community building.

Qualifications and experience

Qualifications and Experience

Essential:

- BA in Political or Social Sciences, Communications, Public Affairs, Economics;

- Demonstrated experience in project management and stakeholder coordination;
- Proven communication skills acquired through previous work experience;
- Proven experience in working effectively with people from diverse cultural and academic backgrounds.

Desirable:

- Proven experience in event management acquired through previous work experience;
- Previous proven experience or knowledge in news media, journalism, media literacy area.

Languages

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

How to apply

Deadline

The closing date for applications is **01 September 2025** at midnight (Florence time)

Contact details

For more information contact Elisabetta Airaghi (elisabetta.airaghi@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.