

Florence, May 2025

## Programme Director for the EUI Widening Europe Programme and CIVICA Alliance

Please find enclosed information about this vacancy.

**NB:** After having submitted your application online you will receive confirmation of receipt by email; **if not**, contact us at [applypro@eui.eu](mailto:applypro@eui.eu) or by phone +39.055.4685.377 to make sure that your application has safely arrived. For any questions about the application procedure please contact [applypro@eui.eu](mailto:applypro@eui.eu).

The Academic Service assures the confidentiality of the application procedure. The deadline for receipt of applications is **2 June 2025**.

Further and more up-to-date information about the Institute is available on our website: [European University Institute \(eui.eu\)](http://European University Institute (eui.eu)).

Thank you for your interest in the European University Institute.

Yours sincerely,

Dr. Fatma Sayed  
Director  
Academic Service

## Programme Director for the EUI Widening Europe Programme and CIVICA Alliance

The European University Institute (EUI) is seeking applicants for the position of Programme Director within the [Development and External Relations Service \(DEXT\)](#), in coordination with the [Robert Schuman Centre for Advanced Studies \(RSC\)](#), and in cooperation with the Office of the Provosts.

The **EUI Widening Europe Programme** is designed to build bridges between the EUI and national higher education institutions in targeted Widening countries. Supported by contributions from the European Union and EUI Contracting States, the programme offers PhD scholarships, postdoctoral fellowships, mobility grants, summer schools, fieldwork opportunities, seminars, and workshops. The programme addresses European knowledge disparities by fostering internationalisation, competitiveness, and research excellence in targeted Widening countries. This effort is pivotal in strengthening the European Higher Education Area and the European Research Area, promoting integration and cohesion within the European academic community.

The Widening Europe Programme focuses on the following countries:

- **Inside the European Union:** Bulgaria, Croatia, Cyprus, Czechia, Estonia, Greece, Hungary, Latvia, Lithuania, Malta, Poland, Portugal, Romania, Slovakia and Slovenia.
- **Outside the European Union:** Albania, Bosnia & Herzegovina, Georgia, Kosovo, Montenegro, North Macedonia, Serbia, Moldova and Ukraine.

Responsibilities of the present call will also include engagement with [CIVICA – The European University Alliance](#). CIVICA - The European Universities of Social Sciences unites ten leading European higher education institutions in the social sciences, humanities, business management and public policy. CIVICA aims to foster advancements in education, research and innovation, and service to society; to serve local and global communities and to defend the core European values of justice, tolerance, and solidarity.

The Programme Director will also engage in research on Southeastern Europe as part of the Global Governance Programme (GGP) at the Robert Schuman Centre (RSC) of the European University Institute.

### Key Responsibilities

The Programme Director will:

- Lead the strategic and academic planning, development and execution of the EUI Widening Europe Programme.
- Manage the programme's operations, including team leadership and reporting both to external partners and to EUI internal governing bodies.
- Oversee the implementation of academic, teaching and training activities tailored to scholars, researchers and academic institutions in the targeted Widening countries.
- Build and sustain partnerships with institutions and stakeholders in the targeted Widening countries, ensuring knowledge transfer and collaboration.
- Represent the EUI Widening Europe Programme at international events, promoting its mission
- Contribute with academic expertise to the EUI's engagement within the CIVICA alliance.
- Oversee the strategic development of the Widening Europe Programme and CIVICA alliance.

- Engage in research on Southeastern Europe as part of the RSC Global Governance Programme.

### Requirements

The ideal candidate will possess:

- A strong academic background in higher education management, research on European studies or related fields.
- Significant experience in leading complex international projects or programmes.
- Demonstrated ability to manage multidisciplinary teams and engage with diverse stakeholders.
- Excellent communication, organisational and strategic planning skills.
- A deep commitment to the values of international collaboration and academic excellence.
- Demonstrated expertise in Southeastern European studies.

### Desirable

- Experience or demonstrated knowledge of the targeted region either through related academic works or other types of collaboration.

The EUI is an equal opportunity employer and takes into account the importance of balance in gender, geographical and minority representation.

## **Working in the European University Institute**

The European University Institute is a postgraduate research institute set up in 1976 by the Member States of the European Union. It is not an institution of the European Union, but an intergovernmental organisation in its own right, funded directly by the signatory Member States.

The EUI consists of four academic departments - Economics, History and Civilisation, Law, and Political and Social Sciences; an interdisciplinary postdoctoral training programme – the Max Weber Programme; an interdisciplinary research centre - the Robert Schuman Centre for Advanced Studies; and the Florence School of Transnational Governance, focussing on teaching and training of governance beyond the State. The research students of the EUI are drawn mainly from the graduates of universities in the Member States, with a small number of students from third countries globally.

There are no special citizenship requirements for faculty members. In order to work effectively, the faculty members have to be fluent in English and have a working knowledge of at least one other EU language.

## **The Development and External Relations (DEXT) service**

The Development and External Relations (DEXT) service provides strategic support to EUI management and stakeholders by aligning institutional goals with broader societal needs.

The areas covered by the DEXT service include strategy and development; research support, under the authority of the Provost for Research and External Relations; corporate and private strategic fundraising; external relations and alliances; engagement with the private, corporate and non-profit sectors; and alumni relations.

The DEXT service contributes to the relations with Member States and High Council delegation and promotes the visibility of the EUI in the Member States and beyond.

## **The Robert Schuman Centre for Advanced Studies**

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.

## **Conditions of employment – salary – benefits**

The European University Institute is an equal opportunity employer.

The appointment is for a 5-year contract.

The EUI offers a competitive salary and several benefits, including family allowance packages and a generous severance grant.

In particular,

- The amount of take-home salary varies and depends on seniority, eligibility to expatriation, household, dependent children and other allowances.
- Under the terms of the Convention establishing the Institute, EUI professors are exempt from income tax on their salary paid by the Institute anywhere in the Contracting States. In lieu of national taxes, a deduction is carried out by the Institute.

## **Summary of Conditions of Employment and Benefits**

- Expatriation or foreign residence allowance of 16% or 4%, depending on circumstances;
- Household allowance;
- Dependent child allowance;
- Pre-school allowance (for children aged less than 6);
- Education allowance (for children up to the age of 26 in educational or vocational training);
- Possibility to opt for the Institute's social security scheme for the risks of sickness, maternity, accident and occupational disease, invalidity. The health insurance administered by the EU Joint Sickness Insurance Scheme (JSIS) for the contract holder and dependent family. An average of 80% of medical or dental expenses may be reimbursed upon presentation of invoices and/or upon prior authorisation;
- Possibility either to opt for the Institute's social security scheme for the risks of invalidity, death and old age/severance, or for a payment to be made into a

national or private social security fund. In the former case, 10,25% of an EUI professor's salary is withheld monthly; twice this amount is contributed by the Institute. Upon departure a generous severance grant, corresponding to approx. 30% of the aggregate of the basic salary is paid.

- Installation (and reinstallation) allowance;
- Reimbursement of removal costs upon entry/termination of service, if applicable, up to a maximum equivalent of a monthly basic salary;
- Travel expenses upon entry/termination of service and annual flat-rate payment of travel expenses based on distance from Florence to the place of origin, if entitled to expatriation or foreign residence allowance;
- Other benefits which may apply.

The Human Resources Service is available to provide more information based on the actual family situation of the short-listed candidates.

Regarding grade and salary, should the candidate be chosen for the position, a full offer will be made which will include these elements.

## Application file

Your file should contain the following elements.

- 1) **Application form** (to be filled in [online](#)) in which you are invited to provide your personal data, and to submit **two** names of possible **referees** whom the EUI may contact. The referees should not include members of the professorial staff of the EUI. Please give us the names and e-mail addresses of referees who know you in both your teaching and research functions.

The Selection Committee may consult other external experts if it considers that helpful to its deliberations.

**Attach** the following documents as PDF files to the online application form:

- 2) **Cover letter**
- 3) **CV:** Please present a **short** CV of maximum 5 pages including education, professional experience, prizes and other major achievements.
- 4) **List of publications:** Please present a list of your books, contributions to books, journal articles, and other relevant publications.
- 5) **Proposal:** Please submit a brief document outlining how you plan to develop your research on Southeastern Europe within the framework of the Global Governance Programme at the Robert Schuman Centre. The document should be written in English and should not exceed 2,000 words.

Formal applications should be submitted [online](#) by **2 June 2025** at midnight (CEST). For any queries about the application procedure you may contact [applypro@eui.eu](mailto:applypro@eui.eu).

## Practical information about life in Florence

### Learning Italian

The Institute's Centre for Academic Literacies and Languages offers intensive Italian courses in September and less intensive courses throughout the year. Some other European languages are also taught. [Centre for Academic Literacies and Languages \(CALL\) \(eui.eu\)](http://eui.eu).

There are several private language schools in Florence.

### Housing

Rents are very variable, likely figures for Florence and its immediate surroundings are € 600-800 for a studio, € 800-1000 for a one-bedroom flat, and from € 1000 for a two-bedroom flat. Larger flats with three or four bedrooms run from € 2000, depending on size and location.

The Real Estate and Facilities Service has a Housing Office through which you can be offered accommodation at the EUI flats  
[EUI Residential Accommodation • European University Institute](http://eui.eu).

Accommodations on the private market are instead offered by Florence Housing Service - the Real Estate Agency which offers free service exclusively for the EUI members.

For more information you may consult [EUI4U Housing Service • European University Institute](http://eui.eu).

### Daycare and Schools

The EUI has a Crèche which provides preschool childcare.

In addition to private and public Italian schools there is a French, an International School and a Canadian School in Florence:

The French school offers a programme that goes from Maternelle to Terminale, a good programme that many at the Institute take advantage of. Further information is available at [Lycée Victor Hugo - Un établissement de la Mission laïque française \(vhugo.eu\)](http://vhugo.eu).

The International School of Florence (ISF) offers an elementary through to high-school programme in English. Places should be reserved as soon as possible and are expensive. The high school offers the International Baccalaureate, which is recognised for university entrance throughout the world. Its American high school diploma is also recognised by the Italian government as equivalent to that of a *liceo linguistico*. Further information: [The International School of Florence \(isfitaly.org\)](http://isfitaly.org).

The Canadian School of Florence is an international school that promotes global education in an international environment, and offers programmes from Kindergarten to Senior School: [Home - Canadian School of Florence \(csflorence.it\)](http://csflorence.it).

More detailed information about day care and schools is available in our website at [About the Crèche • European University Institute \(eui.eu\)](http://eui.eu)

[Nurseries, Preschools, Schools • European University Institute \(eui.eu\)](https://eui.eu).

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Potential applicants requiring information beyond that contained in these further particulars are welcome to contact the Director of the Development and External Relations Service, Sébastien Huber (e-mail:sebastien.huber@eui.eu).