

VACANCY NOTICE V/AD/ACS/1/2025

The **European University Institute (EUI)**, based in **Florence, Italy** is organising a selection procedure based on qualifications and tests to draw up a reserve list¹ for the post of

PSYCHOLOGIST in the Academic Service (Contract agent post, type 3a, FGIV²)

The [European University Institute](https://www.eui.eu) (EUI) seeks a **Psychologist** to join its Psychological Support and Wellbeing Service (PSWS).

The Psychologist will provide psychological support and services to the growing EUI community, with a focus on addressing the diverse linguistic and cultural needs of the EUI members.

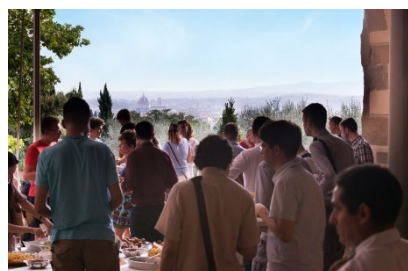
Who We Are

The [European University Institute \(EUI\)](https://www.eui.eu) at a glance:

- **an international organisation** set up in 1972;
- a research university focusing exclusively on **post-graduate, 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.

More on our Institution: <https://www.eui.eu/About>



Our Units

The EUI [Psychological Support and Wellbeing Service \(PSWS\)](https://www.eui.eu/About) offers EUI members short-term individual psychological support, group workshops and training, referrals to external mental health services, and psychiatric consultation. Its goal is to contribute to the wellbeing

¹ The reserve list may be used to fill similar vacant future positions in other units of the European University Institute. Cf. [President's decision No 15/2021 of 27 April 2021 laying down a procedure for the use of reserve lists](#).

² Cf. Annex II

and mental health of EUI members by offering a professional service that helps manage a range of personal, professional, emotional and psychological concerns. The service is open to any active member of the EUI community, from all departments and services, at all levels, from all nationalities and backgrounds. The PSWS is run by licensed psychologists with clinical experience in treating a wide range of personal and academic issues. The service is confidential and acts in complete respect of the values, choices, and lifestyles of the members of the EUI community.

The PSWS is part of the [Academic Service](#), which oversees and supports various academic processes, including the application, selection, and admission of Master's students, Doctoral and Postdoctoral researchers, fellows, and professors. The Service acts as the University Registrar and manages the academic progress of Master's students and Doctoral researchers throughout their programmes, in close collaboration with the academic units and the Dean of Graduate Studies.

Your Key Responsibilities

The EUI's Psychological Support and Wellbeing Service is seeking to recruit an experienced **Psychologist** who will be responsible for providing psychological support and counselling services to the growing EUI community, with a focus on addressing the diverse linguistic and cultural needs of the EUI members.

The main duties may include the following:

Level of Expertise

- Acting as a subject matter expert in the area of psychological counselling, including crisis intervention;
- Collecting and analysing mental health information, monitoring issues of mental health within the EUI, and comparing data with other Higher Education settings;
- Providing consultation on mental health needs all members the EUI community;
- Providing expertise in diversity and harassment issues and including procedures and implementation thereof in a university setting.

Representation/Communication

- Serving as a liaison for mental health matters within the EUI community, representing the Service in interservice meetings;
- Representing the PSWS team both internally and externally, e.g. when liaising with external mental health experts;
- Developing a network of mental health professionals and services at the regional and international level;
- Developing, preparing and delivering workshops and presentations on topics such as academic resilience, stress management, etc. for members of the EUI community;
- Designing and coordinating well-being surveys, including data analysis and delivering the results to the EUI community.

Policy/Strategy Making

- Contributing to the development and implementation of mental health policies and strategies at the EUI, e.g. providing insights and data on mental health at EUI and drafting related reports for the top management;
- Strengthening evidence-based development in the unit using international benchmarking, survey data and other relevant sources of information, and supporting resource-driven proactive mental health strategies (e.g., development of groups);
- Developing annual service objectives that align with those of the Academic Service and the wider context of the EUI.

Level of autonomy and accountability

- Reporting directly to the Director of the Academic Service;
- Working with high autonomy within the scope of practice;
- Maintaining accountability for client caseloads;
- Abiding by the professional Code of Conduct and ethical principles of psychologists.

Role in HR processes

- Supervising a PSWS trainee.

Finance and procurement responsibility

- Managing financial resources efficiently to ensure the sustainability of mental health services;
- Coordinating and providing advice on externally funded mental health services, online services and platforms relevant to mental health needs.

Budget management

- Assisting in managing the service's budget, ensuring cost-effectiveness and resource optimisation.

Role in administrative processes

- Participating in daily administrative tasks related to the mental health services;
- Collaborating with HR in managing mental health-related concerns and support services;
- Developing and updating the PSWS web page.

Your Key Competencies

All staff at the EUI share the following competencies:

- Ethics and integrity
- Working in a multicultural environment
- Accountability
- Delivering quality and results



Competencies specific to the **role** include the following:

- Adaptability
- Communication
- Confidentiality
- Working in a multicultural environment
- Working with others

The competencies mentioned above may be assessed at the written test and/or interview stage.

Read more on [EUI Competency Framework](#)

What We Offer

- A role in an inspiring community of young scholars with an exclusive focus on master, doctoral and post-doctoral studies;
- A multicultural community of 1100 academics at all career stages and administrative staff of approximately 85 different nationalities;
- The commitment to a genuine culture of equality, diversity and inclusion, and to attracting, encouraging and retaining a diverse and highly qualified workforce;
- A world-class research library, the Historical Archives of the European Union, and many other excellent research facilities;
- Language courses and soft skills training opportunities;
- Access to all EUI facilities: library, crèche, cafeteria, gym, participation in seminars and workshops;
- Competitive salary package including health and pension plan;
- A healthy work-life balance in a family-friendly environment.



Read more on [Work and Life of EUI Support Staff](#).

How To Apply

Applications must be submitted electronically using the **online application form** available at <https://www.eui.eu/About/JobOpportunities/Open-competitions-for-administrative-posts>

CLOSING DATE FOR APPLICATIONS: Thursday 20 February 2025 at 23:59 CET

Before completing the online application form you are invited to read [ANNEXES I & II](#) that represent an integral part of this vacancy notice.

Annex I – Eligibility and Selection Criteria

ELIGIBILITY CRITERIA

On the closing date for online applications, you must fulfil all the following general and specific conditions:

1. General conditions

- Being a national of a Member State of the European Union;
- Enjoying full rights as a citizen attested by a recent extract from judicial records and/or certificate of good conduct proving no previous conviction for a criminal or administrative offence that could call into question his/her suitability for performing the duties of the post;
- Having fulfilled any obligations imposed by the laws on military service;
- Being physically fit to perform the duties.³

2. Specific conditions

2.1. Education (Qualifications)

- A level of education that corresponds to completed university studies of at least three years attested by a diploma.

Only diplomas and certificates that have been awarded in EU Member States, or that are the subject of equivalence certificates issued by authorities in the Member States by the deadline for applications, shall be taken into consideration. If your diploma was issued outside the EU, please indicate in your application that you hold an equivalence certificate; otherwise, your application will be deemed ineligible.⁴

2.2. Professional experience⁵

By the deadline for applications, and in addition to the qualifications required above, you must have at least **five years** of relevant professional experience gained after obtaining the diploma required under 2.1.

2.3. Knowledge of Languages⁶

- Main language: have a thorough knowledge of one official language of the European Union; and
- Second language: a satisfactory knowledge of another official language of the European Union to the extent necessary for the performance of the duties.

³ As a condition for the engagement, the successful candidate shall be medically examined in order for the EUI to prove that they fulfil the requirement of Article 12(2)(d) of the Conditions of Employment of Other Servants.

⁴ If you have a diploma recognised in an EU Member State, you don't need NARIC recognition (statement of comparability) for your lower level diploma(s). Example: If you have a Bachelor's degree from a university outside the EU, and a Master's degree from an EU university, you don't need NARIC recognition for the Bachelor's degree. Qualifications/diplomas awarded until 31/12/2020 in the United Kingdom are accepted without further recognition. For diplomas awarded after this date (from 01/01/2021), a NARIC recognition (statement of comparability) is required.

⁵ Professional experience will be counted from the date on which the applicant acquired the minimum qualification for access to this post. Only duly documented professional activity (i.e. remunerated employment or self-employment) is taken into account. Part-time work will be taken into account in proportion to the percentage of full-time hours worked. Periods of education or training and unremunerated traineeships are not taken into account. Completed PhDs can be counted as professional experience up to a maximum of 3 years. Any given time period can be counted only once.

⁶ Recruited candidates shall be required to demonstrate before their first promotion the ability to work in a third EU language.

SELECTION CRITERIA

Applications that fulfil the above eligibility criteria will be assessed against the following requirements:

***The essential criteria 1 and 2 are mandatory**, meaning that candidates who do not meet both these two essential requirements will not be assessed further for the other essential and advantageous criteria and will be excluded from the selection process.

Essentials

1. University degree in Psychology and post-graduate training in psychological support;
2. EU-license to practice as a psychologist;
3. Proven experience of at least five years in providing evidence-based psychological support;
4. Experience and/or training in mental health crisis management and intervention in delicate or risky situations;
5. Proven experience as part of a multinational team and/or in a multicultural environment;
6. Excellent knowledge of English (CEFR level: C1 or above).

Advantageous

7. Proven experience in facilitating group sessions and delivering training;
8. Proven work experience in a higher education and research environment;
9. Knowledge of the Italian National Health Service gained through professional experience and experience working with private mental healthcare providers.

Candidates invited to the test and interview phase may also be assessed against the **competencies** listed under the "Your key competencies" section on page 3 and 4.