

## **Liaison Officer for Eindhoven University of Technology (Brussels based)**

Eindhoven University of Technology (TU/e) invites applications for the position of Liaison Officer in the EuroTech Universities Alliance's Brussels office.

EuroTech Universities is a strategic Alliance of four leading technical universities in Europe: The Technical University of Denmark, Technische Universität München, Eindhoven University of Technology and École Polytechnique Fédérale de Lausanne. Together they are committed to finding technical solutions which address the grand challenges of our modern society through cutting-edge research, education and innovation. Through intensive collaboration, the Alliance supports the EU goals of smart, sustainable and inclusive growth.

The Brussels office works to raise the profile and visibility of the Alliance on the European scene and to enhance the EuroTech Universities' participation in HORIZON 2020, ERASMUS + and other related EU funding programmes. Fully staffed the office consists of 6 persons: a head of office, an advisor and one liaison officer from each of the four partners.

### **Responsibilities and tasks**

Typical responsibilities include:

- Positioning of the Alliance in an EU context
- Engaging in dialogue with the EC and EP
- Shaping EU research funding policy
- Building networks with relevant stakeholders in Brussels and beyond
- Planning and execution of events and workshops
- Information & dissemination activities
- Concrete support to major strategic research proposals
- Contribution to the daily operation of the office

The successful candidate will be employed by and formally report to TU/e. In practical terms he/she will undertake tasks set by TU/e, as well as tasks in relation to the Alliance as a whole. With regard to the latter, the Liaison officer's work will be guided and coordinated by the Head of the Brussels office.

## **Qualifications**

Candidate's competency profile:

- Holds a relevant academic degree
- Has experience of working with EU research policy and research & innovation and education funding programmes
- Has 3-5 years of work experience at the European level
- Has an existing network of contacts in Brussels
- Has knowledge of academia and the functioning of universities in Europe
- Speaks and writes English at near-native level and preferably also Dutch. Knowledge of French or German would also be an advantage.
- Has excellent analytical and communication skills
- Is approachable and solution-oriented and can work independently, as well as part of a team

## **Salary and terms of employment to be discussed**

For more information and applications (including a short CV and cover letter), contact Prof. Aarnout Brombacher: [a.c.brombacher@tue.nl](mailto:a.c.brombacher@tue.nl)

**Deadline for applications: 20 June 2014**