

The European Trade Union Institute (ETUI) is seeking to recruit a full-time:

Director of its Research Department

Job vacancy at ETUI

The European Trade Union Institute (ETUI) is a non-profit organisation (www.etui.org) located in Brussels. The ETUI conducts research and provides scientific, educational and technical support to the European Trade Union Confederation (ETUC) and its affiliates. The ETUI conducts and commissions research of strategic relevance for the labour movement on issues pertaining to the integration of the European Union. The ETUI has, over the years, established itself as a key player in research on industrial relations, labour market issues, including occupational health and safety, and European Union governance issues.

Position

The ETUI is seeking to hire a person (M/F) to become Director of the Research Department. He/she will work closely with and report to the General Director and will run a team of thirty staff members organised into three units (Europeanisation of industrial relations; Economic, employment and social policy; Health and safety/working conditions). His/her work will be carried out in a multicultural environment.

Mission

In collaboration with senior management, and with the assistance of his/her own team, the Director of the Research Department will be responsible for setting out a research strategy and facilitating the deployment of the strategy in research projects, and will be in charge of its implementation, including its financial aspects, and of the reporting to various stakeholders. Duties will include internal allocation and monitoring of the budget allocated to the Research Department as well as supervision and management of the staff of the department. The candidate will work in close collaboration with the

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ETUC, European sector-specific union organisations as well as national trade union organisations. He/she must (with his/her team) proactively develop research projects that address the changing world of work and provide insights into the functioning as well as the impact of European integration. She/he will collaborate closely with the Education Department.

Responsibilities

- Contribute to the Institute's Strategic Plan and develop the strategy for its area of responsibilities;
- Organise and direct the activities of the Research department, promote innovation, encourage your team to achieve excellence and ensure a good working environment;
- Act as a point of reference and expert for your department, both internally and externally;
- Represent the Institute and establish external contacts;
- Take part in the sound financial management of the Institute and be responsible for managing the budgets of your department.

Skills required

We are looking for a candidate with the ability to solve problems, to work autonomously, and to rigorously apply internal regulations, with good communication skills and a readiness to develop a strategy for research activities on a European scale that reflects the changing nature of the economic and social environment. The person should be willing to work in a complex environment.

Knowledge and experience

- PhD, or equivalent experience;
- Relevant professional experience with conducting and managing research on a broad range of issues of relevance for the trade union movement;
- Very good scientific reputation with a proven track record (publications);
- At least five years of experience in leading research projects and teams at a management level;
- Strong leadership, management and people skills and considerable experience in managing multicultural teams;
- Extensive experience in managing significant financial resources, including budgeting and internal control;
- In-depth knowledge of the European institutional system and the trade union movement;
- General knowledge of the European Commission's financial regulations;
- An excellent command of English (spoken and written) and/or French; knowledge of other languages is an asset;

- A strong commitment to working on social issues;
- A willingness to work in Brussels and travel regularly (mainly within Europe);
- The ability to work in a team and be a team player but also to take decisions alone when necessary;
- The ability to meet agreed and set deadlines;
- Intellectual curiosity and a willingness to go beyond his/her disciplinary field and be interested in very diverse topics.

We are offering

- A key position in a senior management team;
- An active role in a stimulating and excellence-driven research environment close to policy;
- A competitive salary package.

Apply

Applications must reach us by 30 September 2019 at the latest:

Please send your application to Sophie Kasiers: skasiers@etui.org

ETUI

Boulevard du Roi Albert II 5

1210 Brussels

Provisional timetable: pre-selection tests will be carried out during October 2019; a selection interview will be held in Brussels at the end of October/beginning of November 2019; a decision will be taken in November 2019. The contract may begin asap, with a preference for January 2020.

Your application will be dealt with in total confidence. For more information, contact Olga Barth: obarth@etui.org - www.etui.org.