



The European Union Delegation to Brazil is looking for: Local Agent 1 - Policy officer for Research and Innovation

We are

The European Union (EU) is an economic and political partnership between 28 European countries. It plays an important role in international affairs through diplomacy, trade, development aid and working with global organisations. Abroad, the EU is represented through more than 140 diplomatic representations, known also as EU Delegations, which have a similar function to those of an embassy.

The EU Delegation in Brasilia represents the European Union in the Federal Republic of Brazil, working in close coordination with the Embassies of the EU Member States. The Delegation ensures bilateral relations in the political, economic, trade, scientific, technological and cooperation areas within the framework of the Strategic Partnership with Brazil.

The Delegation's main tasks include:

- to promote and defend the values and interests of the EU;
- to give visibility and promote awareness of the EU in Brazil;
- to ensure the promotion and follow-up of EU priorities and policies in areas of mutual interest;
- to carry out the tasks of the local EU Presidency;
- to support other EU Delegations in the region, in particular in the areas of cooperation and IT services.

We offer

We offer a post of Local Agent 1 . Upon recruitment, the successful candidate will occupy a specific job function as Policy Officer for Research and Innovation – this job function may be changed in accordance with the needs of the Delegation. Under this job function the successful candidate will serve as technical and support staff and will be the main focal point for EU-Brazil Research and Innovation cooperation, under the supervision and responsibility of the relevant head of section. In this capacity, he/she will play a major outreach role not only in Brazil with respect to Research and Innovation policy but also in the wider region and in connection with other policies.

The **working environment and conditions** are as follows:

- **Place of employment:** Brasilia
- **Group and starting basic salary:** Group 1 – Minimum basic salary per month 15.951 BRL
Working hours: Monday to Thursday: from 08h30 to 12h30 and from 13h30 to 17h30 and Friday 08h30 to 14h00 – Total 37.5 hours per week – Possibility of flexible working time arrangements.

We offer a competitive position in an international environment. Benefits, such as additional pension scheme and medical insurance, are offered to employees and their families under certain conditions.

Selection Criteria

Minimum Requirements:

1. Medically fit to perform the required duties;
2. Enjoys civil rights and permits for employment under local law;
3. Excellent knowledge of Portuguese, thorough knowledge of English and satisfactory knowledge of Spanish;
4. Has proven experience of at least 5 years in the policy field and activities related to the job function.

The following will be considered strong assets:

1. Solid experience and in depth knowledge of Horizon 2020 Framework Programme as well as different instruments and modalities for cooperation with Brazil, such as co-funding mechanism, support to twinning activities and mobility;
2. Extensive experience in supporting EU-Brazil cooperation in Research and Innovation through the development of programmatic and technical activities (e.g. under Sectorial Dialogues), organisation of bilateral Joint Committee meetings and other events at both technical and political levels, as well as dissemination events;
3. Capacity to provide immediate follow-up to on-going cooperation activities with Brazilian partners at central /federal and state levels, including relevant funding bodies and Universities;
4. Strong knowledge of EU Research and Innovation policy and its international cooperation dimension, including synergies with other EU policies and priorities;
5. Thorough understanding of Brazilian Scientific, Research and Innovation landscape, both at central/federal and state levels, including its policies, instruments and actors;
6. Strong diplomatic skills and experience in liaising with Brazilian authorities and main actors in the field of Science, Research and Innovation;
7. Established working relations with the Directorate for International Cooperation in Commission's Directorate-General for Research and Innovation;
8. Knowledge about scientific cooperation between EU and Latin America and Caribbean (LAC) also in the framework of the EU-CELAC Common Research Area (CRA);

How to apply

Please send your application and supporting documents to DELEGATION-BRAZIL-VACANT-POSTS@eeas.europa.eu

The package should include a cover letter and a detailed CV in English.

The selection procedure will be implemented in three steps:

- evaluation of written applications,
- invitation for written tests for shortlisted candidates,
- interview with successful candidates.

The Delegation will not supply additional information or discuss the selection procedure by telephone: please address any queries concerning this procedure to DELEGATION-BRAZIL-VACANT-POSTS@eeas.europa.eu

The procedure

After the deadline for applications, the applications will be reviewed by a Selection Committee set up for this purpose. The Selection Committee will prepare a short-list of candidates who are considered to be the most suitable for the post on the basis of a preliminary assessment of the information provided in their application letter and the supporting documents. The short-listed candidates will be invited to an assessment phase which may include an interview if necessary – during this phase, the Selection Committee will assess the suitability of the candidates for the post.

The candidates who have not been short-listed will not be contacted individually; however, the Delegation will use the same means of publication as for this Vacancy Notice to inform the remaining candidates once the recruitment procedure has been completed and that a candidate has (or has not) been recruited.

The deadline for applications is: 29/10/2020

Ignacio Ybáñez
Head of Delegation

Brasília-DF, 18/10/2020