



## Citizen Science Project Manager

Job opening No 14 / 2018

Become a part of an expanding team at the forefront of the European citizen science movement! This role is an exciting opportunity for an experienced project manager to work within an international interdisciplinary organisation. Your main task will be to lead ECSA's contribution to a Europe-wide capacity-building programme for citizen science, which aims to mainstream citizen science across Europe. This will include co-developing a sustainable online platform and mutual learning space providing tools, best practice examples and enhanced scientific outcomes for different stakeholders.

ECSA - the European Citizen Science Association - is a non-profit set up to encourage the participation of the general public in scientific processes. Our role is to initiate and support citizen science projects as well as conduct research on citizen science, develop communities of practice and support knowledge exchange across Europe. ECSA supports the exploration, shaping and development of the different aspects of citizen science. Our audience and stakeholders include civil society organisations, practitioners and researchers in scientific institutions who run citizen science, civil servants and policy makers who have influence on the development of the field, and participants in citizen science projects who want to influence the development of the field.

**Description:** Citizen Science Project Manager

**Job range:** 50%

**Salary:** equivalent to E13 TV-Land Berlin; 100% position gross about 44.000€/p.a.

**Duration:** Position to be filled as soon as possible, for a fixed term of 3 years

**Place of work:** ECSA Headquarters, currently at the Museum für Naturkunde, Berlin and remotely

### Responsibilities:

- Managing ECSA's contribution to the international 'EU-Citizen.Science' project, including overseeing the project deliverables and milestones, optimizing time management and representing ECSA at project meetings
- Monitoring the project budget for compliance with legal regulations and overseeing expenditure
- Co-designing online capacity-building platform requirements with European partners, and creating an engagement model for community and network building (including assessment of user and community needs as well as analyses of content formats).
- Mapping citizen science stakeholders, key networks and community members, and collating state of the art citizen science tools, guidelines and materials.



- Creating an engagement and community building plan as well as a sustainability strategy for the platform.
- Communicating with and managing partners and third parties as well as science journalists and the media

#### **Requirements:**

- University degree or equivalent experience.
- Experience in project management and proven ability to manage multiple strands of work and competing demands on your time (knowledge of the EU Horizon 2020 scheme would be beneficial).
- Familiar with current developments and central stakeholders in the field of citizen science.
- First-hand experience in citizen science, with a proven track record of developing or collating best practices or conducting knowledge exchange and capacity-building activities in this, or a related field.
- Proven experience of relationship building with international partner organisations (e.g. academic organisations, community based organisations, NGOs).
- Confident use of IT skills including working knowledge of Microsoft Office Suite and Google Drive.
- Team player, with proactive behavior and self-reflection.
- Fluency in English, both oral and written.

Applications should include a cover letter outlining your motivation and suitability for the position and specifically addressing the requirements detailed above, including a list of achievements (e.g. publications), and a short description of past realized projects.

Applications should be sent until 09.12.2018 with reference to job advertisement No. 14/2018 to: [ecsa-admin@mfn.berlin](mailto:ecsa-admin@mfn.berlin)

or European Citizen Science Association (ECSA); c/o Museum für Naturkunde Berlin Invalidenstraße 43, 10115 Berlin. Printed applications are not sent back.