

## Vacancy details: EPOS ERIC Communication Officer

<b>Job Position:</b>	Communication Officer
<b>Employer:</b>	European Plate Observing System European Research Infrastructure Consortium
<b>Duration:</b>	24 months
<b>Contract:</b>	CCNL Ambasciate, Consolati, Legazioni, Istituti culturali ed Organismi internazionali in Italia. Area: A1. Full time employment, with 1 months-probation period
<b>Purpose:</b>	The Communication Officer will take over the coordination of the Communication Office and all related operations under the supervision of the EPOS ERIC Executive Director.
<b>Location:</b>	EPOS ERIC Headquarters, Via di Vigna Murata n. 605, 00143 Rome (Italy), c/o Istituto Nazionale di Geofisica e Vulcanologia
<b>Working Language:</b>	English
<b>Application start date:</b>	22 September 2020
<b>Application deadline:</b>	11 October 2020 at 11:59 pm (Rome local time).

### Brief Description of the EPOS Research Infrastructure

EPOS (European Plate Observing System) is the pan-European research infrastructure aimed at ensuring sustainable use and re-use of multidisciplinary solid Earth science data and products fostering state-of-the-art research and innovation. EPOS is committed to establishing and underpinning sustainable and long-term access to solid Earth science data and services integrating diverse European research infrastructures under a common federated framework.

EPOS ERIC is the legal entity established by the European Commission on October the 30<sup>th</sup> 2018 to coordinate and integrate national and international research infrastructures forming the EPOS Delivery Framework. Based in Rome, Italy, EPOS ERIC is currently constituted by 12 Members: Belgium, Denmark, France, Greece, Iceland, Italy, the Netherlands, Norway, Poland, Portugal, Slovenia and the United Kingdom, and 1 Observer: Switzerland. The governing body of EPOS ERIC is the General Assembly (GA). EPOS ERIC is an important player within the international research infrastructure landscape. It builds on the achievements of past European projects that have engaged more than 138 diverse research institutions, universities, and organizations from 25 European countries as well as 5 international organizations.

### Job Mission and Main Responsibilities

EPOS ERIC is looking for a motivated and proficient Communication Officer who will act under the supervision of the Executive Director.

The Communication Officer is responsible of coordinating the activities for implementing and adopting EPOS ERIC Communication Plan. The Officer is responsible for ensuring the impact of all the communication activities coordinated by EPOS ERIC.

The Communication Officer develops and implements EPOS's internal and external communication activities. To achieve this, the Communication Officer is responsible for professionally handling various communication tools, such as EPOS's internet and intranet sites, social media, press release and press conferences.

S/he formulates and implements public relations strategies, selects and manages communications with external agencies, as well as develops media strategies and other non-campaign activities. S/he is in charge of providing strategic inputs and directions for the EPOS Research Infrastructure, developing style guides, templates, and other materials, developing non-campaign brands while keeping the company's vision, mission, and objectives in mind; and advising internal and external stakeholders on issues relevant to the EPOS Research Infrastructure.

In particular, s/he will be responsible for:

- Develops the annual communication plan, identifies objectives and defines the related plans and resources (in accordance with the EPOS ERIC Strategic Plan).
- Identifies the most appropriate communication tools and methods based on the objectives
- Filters and conveys the flow of information from EPOS to the media
- Analyzes and evaluates the communication actions and their impact
- Designs and manages, with appropriate internal and external collaborations, the institutional website and the social media
- Supports all the initiatives that have public implications and manages the promotional aspects
- Designs and manages internal communication, in collaboration with the management
- Manages marketing materials, including brochures and gadgets
- Manages activities for publications including the newsletter
- Runs promotions, either on social media or at physical locations
- Represents EPOS in public settings and prepares scientists to speak at events
- Harmonizes EPOS's communication within the EPOS Community also in relation with high impact events (crisis communication).

### Required Qualifications and Professional Experience

- Advanced University degree preferably in communications, journalism, public relations, international relations or a related field (or relevant discipline)
- Minimum five years of work experience in communication, public relations, media or journalism
- Documented experience in similar position (i.e. solid Earth science Institutions, Research Infrastructures, Research Organizations) with deep understanding of the academic community, its processes, language, motivations
- Excellent computer skills (MS Word, Excel and PowerPoint essential)
- Experience of working with multimedia tools (i.e. broadcast and video or radio technology, social media)
- Excellent written and communications skills, with a high level of proficiency in content writing and ability to write to a high standard
- Excellent command, written, oral, comprehension of English

**Additional Desirable Attributes**

- Experience in brand communication management
- Experience in photography, video production and graphic design to create high quality media and multimedia content for dissemination, communication, and outreach
- Experience in crisis communication
- Professional journalist or publicist; experiences in relations with media and the international communities of scientific communication
- C level English proficiency

**Compensation**

Salary will be commensurate to titles and experience.

**Conditions**

Full time employment, with 1 months-probation period. Overtime may be required to meet project deadlines. National and international travel may be required for the purpose of meeting with project partners, stakeholders, etc.

**Application**

Prepare your application as one single PDF document, in English, containing a copy of your CV in Europass format and the name of two references, with a cover letter explaining your interest in this position and how you could contribute. Attach this document in an email message, with subject: "Application EPOS Communication Officer"; addressed to the EPOS ERIC Executive Director at the following e-mail: [administration@epos-eric.eu](mailto:administration@epos-eric.eu).

According to Italian Privacy Protection Law n. 196/03 any resume not mentioning explicitly the following wording: 'I authorize the use of my personal data in accordance with Italian Privacy Protection Law (30/06/2003, n. 196/03)' will be automatically deleted from our database and consequently not taken into consideration.

**EPOS**  **ERIC**  EUROPEAN RESEARCH  
INFRASTRUCTURE  
CONSORTIUM  
*The Executive Director*  
Massimo Cocco