

Application deadline: 6 July 2020

Regional Innovation Scheme (RIS) Officer




(2 positions)

ABOUT EIT URBAN MOBILITY

The website of EIT Urban Mobility is <https://www.eiturbanmobility.eu>.

EIT Urban Mobility, supported by the European Institute of Innovation and Technology (EIT), acts to accelerate positive change on mobility to make urban spaces more liveable.

EIT Urban Mobility is an initiative of the European Institute of Innovation and Technology (EIT). Since January 2019 we have been working to encourage positive changes in the way people move around cities in order to make them more liveable places. We aim to become the largest European initiative transforming urban mobility. Co-funding of up to € 400 million (2020-2026) from the EIT, a body of the European Union, will help make this happen.

	<i>We create systemic solutions that will move more people around the city more efficiently and free up public space.</i>
	<i>We bring all key players in urban mobility together to avoid fragmentation and achieve more.</i>
	<i>We engage cities and citizens from the word go, giving them the opportunity to become true agents of change.</i>

In order to support the vision of creating more liveable urban spaces, EIT Urban Mobility is opening a call for applications for 2 posts to manage the Regional Innovation Scheme (RIS) portfolio of EIT Urban Mobility.

EIT Regional Innovation Scheme (EIT RIS) is a structured outreach scheme of EIT Urban Mobility. EIT RIS is designed to disseminate knowledge, know-how, good practices and lessons learnt emerging from the EIT Urban Mobility’s activities, as well as to widen participation in its activities. EIT RIS is designed as a two-way interaction scheme.

Job reference: RIS 33-2020



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EIT RIS focuses on countries with limited or no participation in the EIT Urban Mobility, where innovation capacity is moderate or modest and which otherwise would not be able to benefit from the experience gained by EIT Urban Mobility¹.

The RIS team will be responsible for the continuing development of RIS community and portfolio, monitoring programmes, driving excellence and providing quality support and service to our RIS partners.

MAIN DUTIES AND RESPONSIBILITIES

The **team members** will report to the RIS Manager for day-to-day line management and strategic direction. The primary focus will be to ensure the smooth running of the RIS programme and building a strong community in the RIS countries impacting quality of European urban life.

This includes the following tasks:

- Implementation of the EIT Urban Mobility RIS Strategy and administration of program implementation.
- Develop schemes/programmes and prepare reports and suggestions for more efficient support of the local urban mobility innovation in RIS countries.
- Raise awareness for EIT Urban Mobility activities in the RIS countries.
- Liaising with national and regional mobility and innovation programmes and local start-up ecosystems in the RIS countries.
- Establish and ensure strong relationships with stakeholders in RIS countries, stimulating their active participation in all EIT Urban Mobility activities.
- Organise and strengthen the local knowledge triangle to create an active local EIT Urban Mobility community in the RIS countries.
- Business Plan preparation and implementation control for the RIS budget and KPIs.
- Run and control RIS calls through proposal lifecycle and implementation.
- Responsibility for tracking and monitoring RIS projects.
- Complete documentation and ensure compliance with EU Regulations and EIT operations.
- Support local EIT Urban Mobility Hubs in implementation of their activities.
- Set-up and maintain thematic “communities of interest” within EIT Urban Mobility RIS.
- Facilitate discussions, design and run workshops.
- Develop and implement EIT Urban Mobility’s cross-KIC RIS activities
- Support EIT executives staying up to date on the latest developments in the innovation ecosystem of the RIS countries.

¹ The RIS focus countries of EIT Urban Mobility are EU member states (Bulgaria, Croatia, Cyprus, Estonia, Greece, Hungary, South-Italy, Latvia, Lithuania, Malta, Poland, Portugal, Slovakia, Slovenia, Romania) and Horizon Europe associated countries (Albania, Armenia, Bosnia and Herzegovina, Faroe Islands, Republic of North Macedonia, Georgia, Moldova, Montenegro, Serbia, Turkey, Ukraine)



KEY SKILLS AND EXPERIENCE

RIS INNOVATION OFFICER

Skills Requirements:

- High expertise in urban mobility and related fields or in network and community building.
- Track record of innovation management or EIT RIS management or EU program management in RIS countries.
- Demonstrable experience in programme monitoring and reporting.
- Good knowledge of innovation support system and the transport development program of some RIS countries.
- Good negotiation skills, capable of troubleshooting and managing negotiation processes.
- User knowledge of general office ICT and tools.
- A track record of developing, writing and maintaining policy, programme and process guidance.
- Experience in knowledge triangle integration (cooperation of industry-research-education) is an advantage.

ELIGIBILITY

General Conditions:

By the closing date of this call candidates must:

- be a national of an EU Member State or an EFTA state²;
- enjoy their full rights as citizens³;
- have fulfilled any obligations imposed by national laws concerning military service; and,
- meet the character requirements for the duties involved.

² EFTA countries are Norway, Iceland and Liechtenstein as defined by as defined in Article 2 of the EEA agreement.

³ Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.



Education:

- Completed Business or Engineering Masters' degree or three years of equivalent professional experience⁴. In case of the community building competences also candidates with related social science's degree are welcome.
- Written and spoken English (C1) and one additional relevant Hub community language of RIS countries is a strong advantage.

Essential qualifications:

- Sector Experience: 3 years of experience in the sector of Innovation management or EIT RIS management or EU program management in RIS countries or community management preferable in the field of Mobility,
- Operational Experience: 2 years of experience with EU funding mechanisms and schemes.

JOB AND CONTRACT TYPE

Full-time and of unlimited duration

LOCATION

- The RIS officers can be employed in the EIT Urban Mobility main office in Barcelona. or the RIS task force office in Budapest or in one of the Innovation Hubs, which are strong connected to the RIS program (Prague, Copenhagen, Munich) In your application, you have to specify in which location(s) are you ready to work.
- Frequent travel to different RIS countries is part of the job.
- No relocation expenses are assigned for RIS team roles.

APPLICATION PROCESS

EIT Urban Mobility is an equal opportunity employer and values diversity. To build a strong digital Europe that works for everyone it is vital that we have diverse range of skills, knowledge and experience in the sector. Therefore, we welcome applications from anyone who meets the above criteria and encourage applications from women, ethnic minorities, and other underrepresented groups.

⁴ Only qualifications issued by an EU Member State authorities and qualifications recognised as equivalent by the relevant EU Member State authorities will be accepted



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To apply for this position, please download the [application template](#) from EIT Urban Mobility website. Complete the four elements of the application:

- 1) Personal **Contact Details**.
- 2) An **eligibility** checklist;
- 3) A **Cover Letter** demonstrating how you match key skills defined in the expertise areas (Innovation, Transport, Energy-Environment and Socioeconomic) – examples should be given.
- 4) A **curriculum vitae**.

Follow the naming process detailed below:

- Format:** Save your completed application form in **one single file** in either PDF or Word format.
- File name:** Name the file according to the model “*EIT_Innov_Expertise area_last name_first name*”. For example, Joanna Smith would name the file, *EIT_RIS_Smith_Joanna*.
- Email title:** In the email subject title ensure you specify your expertise area within the innovation team. The subject field should read “*Innovation Team Application -Expertise area*”. For example, an application for the socioeconomic post would read *Innovation Team Application -Socioeconomic*.
- Send to:** Send your completed application to: recruitment@eiturbanmobility.eu.

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Data Protection Disclaimer

Your personal data will be handled with utmost care by the EIT KIC URBAN MOBILITY, S.L. or its subsidiaries, as responsible. The aim of collecting this data is for the recruitment of the offered positions. We will process your personal data following your consent made by applying to such job offer.

This will allow us:

- to enable you to submit your CV to apply for specific jobs;
- to match your details with the job vacancies and to eventually contact you;
- to retain your details and notify you about future job opportunities similar to the specific role for which you have contacted us;
- to answer your enquiries.

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Please note that your details may be shared with external parties supporting in the selection and review process. However, data will not be shared beyond these parties. We will keep your personal data only for as long as necessary.

Should you have any questions about Data Protection or you want to exercise your rights (access, correction, erasure, object or restrict processing, data portability, and any other relevant right), please email recruitment@eiturbanmobility.eu.

