




## Company Description

Euskampus Fundazioa, a non-profit organisation backed by the University of the Basque Country UPV/EHU, Fundación Tecnalia, the Donostia International Physics Center (DIPC) and the University of Bordeaux (UB), is looking to incorporate a person to the executive team to act as Project Officer. Background Euskampus Fundazioa has a proven track record in the co-development and implementation of strategic and operational programmes and projects together with diverse stakeholders, such as Universities, Technology Centres, Research Centres, Basque Government, Provincial Councils, Basque Country-Aquitaine-Navarra Euroregion, and many other entities. Euskampus Fundazioa... Fosters scientific research of excellence in collaboration, connection and integration with agents of the Basque university, scientific and innovation ecosystem, with a cross-border vocation and international dimension. Connects its partners with each other and with the necessary players to generate a leverage effect of their skills and experience, and make it available to the great social and global challenges. Facilitates interconnection, collaboration, participation and inclusion of the stakeholders through a systemic and multidisciplinary approach. Offers its own, unique way of addressing diversity based on a local approach combined with a global, cross-border and

## Information

 Deadline: 2023-03-22  
 Category: Business  
 Province: Bizkaia

 Country: Basque Country  
 City: Leioa

## Company

EUSKAMPUS FUNDAZIOA



## Main functions, requisites & benefits

### Main functions

Mission of the Project Officer Technical assistance in the Cooperative Research and Innovation area of Euskampus Fundazioa, in the development of joint projects in the field of Higher Education, Science, Technology and Innovation, promoted by the Euskampus Trustees, Public Administrations or other social entities. Responsibilities In the heart of the Euskampus Fundazioa operating team, the successful candidate will carry out the following functions, among others: Support in the compilation, analysis and synthesis of information for the design of projects and programmes: information on trends and higher education, science and research agents. Help to foster collaborative, interdisciplinary and multi-agent co-creation working dynamics. Support in liaison with research groups, university centres, companies and social entities (local and international) that facilitates the advancement of projects and enables new initiatives to be started. Support in the management of calls for cooperative research (design and launch of the call for projects, management of the external evaluation and accompaniment in the implementation and visibility of the results of the projects and initiatives supported by Euskampus). Involvement in the drawing up of proposals for their presentation and acceptance by the entities that are strategic for the fulfilment of the Euskampus mission. Project monitoring, evaluation and justification and their corresponding reports and presentations. Assistance in design tasks and the organisation of communication and dissemination activities.

### Requisites

Requirements: Bachelor's degree Oral and written communication skills in English, Spanish and Basque. It is very important to have the speaking and writing skills in the three languages to be able to participate in a meeting, present a paper, draft a report or interact effortlessly over the phone or by e-mail. Knowledge of French is desirable. Proficiency in advanced digital skills including Office tools. Microsoft Office package with advanced level of Word, PowerPoint, Excel. The use of data processing tools will be an asset. Use of online platforms (Zoom, Google Meet, Teams, Mural, Mentimeter...). User level management of web content (editing of web content, uploading of news and graphic supports) and social media (LinkedIn, Twitter, ...). Willingness to travel to local and international meetings, encounters and events. Other aspects that will be taken into consideration: Postgraduate degree Knowledge and handling of scientific sources of information and industrial property. Other professional experiences, mainly in the fields of strategic consultancy, innovation or regional development. Personal Requirements and Skills Ability to work autonomously and with initiative Service-minded and result-oriented Highly committed and able to work in a team High analytical capacity and thoroughness. Ability to work under pressure and uncertainty Ability to obtain and analyse data. Ability to synthesise Organised and orderly person Open, accessible and permanently connected Communication skills and dynamism.

### Benefits

What impact are you going to cause? Each day, your work will have a major impact and you will develop your professional career in a dynamic culture of integration and collaboration as part of a high performance, result-oriented team based on diversity. As a core