

Job Advertisement

Scientific Policy Officer (SPO)

The Young Academies Science Advice Structure (YASAS) seeks a full-time Scientific Policy Officer (SPO) for the EU-funded project SAPEA (Science Advice for Policy by European Academies). This project is part of the Scientific Advice Mechanism (SAM) to the European Commission.

Starting date: Expected to be January 1, 2025.

Duration: 52 months*

* The current SAPEA project will end on December 31, 2024. The European Commission issued a call for identified beneficiaries for the next project phase of SAPEA (see link below), starting on January 1, 2025. Accordingly, the contract signature is planned for January 1, 2025. The project is planned for a duration of 4 years and 4 months, with the expectation that the beneficiaries will take it further to the subsequent project phase starting in 2029.

Our offer:

- Employment by Förderverein [Young Academy of Europe](#) e.V., which serves as the legal entity for YASAS
- Contract concluded under German labour law
- Gross salary in the range of EUR 50,000 per year, based on experience (the maximum gross salary may vary depending on the country of work)
- Work mostly remotely (e.g., home office)
- A multifaceted and exciting field of activity in a dynamic environment
- An appreciative and motivating working environment in a supporting team

Tasks and Responsibilities:

The successful applicant will join a team of SPOs working in SAPEA, each employed by one of the Academy Networks. They will work closely with the YASAS President, the SAPEA coordinator, the manager, and the SAPEA communications team. The YASAS SPO will be accountable to the YASAS Executive Board and, in particular, to its President.

The selected candidate will act as the administrative lead of YASAS and the organisational lead (or team member) on behalf of YASAS for planning, organising, and fulfilling its tasks in the SAPEA Consortium.

The selected candidate will act as the organisational lead (or team member) on behalf of the SAPEA Consortium for preparing Evidence Review Reports whenever YASAS lead is involved. The SPO will undertake all activities to organise and manage the process and maintain effective working relationships across and between the Networks.

Tasks will include, among others:

- Preparing draft project outlines for scientific topics, including work and budget plans and proposals for the final outputs (i.e. Evidence Review Reports).
- Acting as lead SPO for the development of SAPEA's EDI strategy and for monitoring and providing advice on its implementation.
- Planning and organising EDI strategy-related discussions and events on behalf of YASAS and SAPEA.
- Preparing reports, reviews, summaries, and presentations, possibly acting as a scientific writer.
- Organising meetings of SAPEA working groups of academy Fellows and external experts (virtual, hybrid or in-person).
- Organising consultation processes with the member academies of YASAS.
- Working in cooperation with the Group of Chief Scientific Advisors, the SAM Secretariat, and other representatives of the European Commission.
- Maintaining ties and organising meetings with the stakeholders in the science for policy advice ecosystem.
- Building and maintaining the YASAS network of early- and mid-career researchers.
- Developing the capacity of YASAS to provide top-level expertise and to offer impartial, independent, and balanced scientific advice.
- Collecting suggestions for and contributing to the peer review process of scientific publications.
- Contributing to the technical and financial reports of the SAPEA project.
- Undertaking communication activities independently for YASAS and cooperating with the SAPEA communications team and SAM Secretariat.
- Supporting the YASAS Executive Board in all organisational matters concerning the operations of YASAS and the SAPEA project.
- Preparing and supporting all YASAS General Assembly and Executive Board meetings and business.

Profile, skills, knowledge, experience and qualifications:

- A master's degree
- Proven knowledge of the principles and policies for equality, diversity and inclusion (EDI); a scientific background related to the field is an asset.
- Experience in science-based policy advice
- Familiarity with the science-policy interface at the European level and the relevant stakeholders
- Familiarity with young academies and other organisations representing early- and mid-career researchers in Europe
- Excellent organisational and managerial skills, including for evidence-gathering processes and financial reporting
- Excellent oral and written proficiency in English
- Clear and confident communication skills, with the ability to communicate complex scientific issues to target audiences in oral and written form
- High interpersonal and intercultural skills, including experience and interest in building and maintaining strong working relationships with internal and external stakeholders

- A previous experience working on an EU-funded project is an asset
- Willingness to travel within the EU

Application Process:

- Interested candidates are requested to send their CV and a motivation letter addressing their relevant skills and experience to the Executive Board of YASAS by **September 30, 2024** at yasas.board@gmail.com with reference to “Application SPO SAPEA”.
- Candidates will be informed of the Board's decision in October.
- The shortlisted candidates will be asked to submit a writing sample and will be invited to an interview. The interviews with the shortlisted candidates will take place in October/November online.

YASAS and SAPEA encourage suitably qualified minority group candidates to apply.

About YASAS:

YASAS, the Young Academies Science Advice Structure, is an independent formal network of twenty-one Young Academies (Belgium, Denmark, Estonia, Finland, Germany, Hungary, Ireland, Israel, Italy, the Netherlands, Norway, Poland, Romania, Scotland, Spain, Sweden, Switzerland, Slovenia, United Kingdom, the Young Academy of Europe, and the Global Young Academy). It is open for other European Young Academies to join its ranks. It seeks to deepen the exchange between European Young Academies in order to strengthen the voice of early- and mid-career researchers in European science policy and scientific advice ecosystem. Together with the other Academy Networks, YASAS is part of SAPEA (Science Advice for Policy by European Academies) consortium which is part of the Scientific Advice Mechanism (SAM) to the European Commission. The Förderverein Young Academy of Europe e.V. acts as the legal entity for YASAS.

About SAPEA:

The EU-funded project SAPEA is a consortium comprising six European Academy Networks: Academia Europaea, ALLEA, Euro-CASE, EASAC, FEAM and YASAS. These networks bring together more than 120 academies from over 40 European countries. Together with the Group of Chief Scientific Advisors and the SAM secretariat in the European Commission, SAPEA forms part of the Scientific Advice Mechanism, which provides independent scientific evidence and policy recommendations to the European institutions by request of the College of Commissioners.

SAPEA assembles interdisciplinary working groups of scientific experts to produce Evidence Review Reports or other scientific inputs for the Advisors. These reports are supported by Systematic Literature Reviews. SAPEA aims to ensure wide geographical coverage, including participation from Widening Countries and strives for gender diversity, the inclusion of all relevant scientific fields, and interdisciplinarity in its process. An open and inclusive approach is taken to involve experts who are not Academy Fellows, as well as early and mid-career researchers. Experts contribute on a voluntary basis.

For further information, please refer to:

- SAPEA: <https://scientificadvice.eu/about-us/sapea/academies-and-networks/>
- Scientific Advice Mechanism (SAM):
<http://ec.europa.eu/research/sam/index.cfm>
- SAPEA project until the end of 2024:
<https://cordis.europa.eu/project/id/101070776>
- Call:https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/wp-call/2023-2024/wp-horizontal-expenditure_horizon-auratom-2023-2024_en.pdf, page 14