

Executive Officer for IMBER (Integrated Marine Biogeochemistry and Ecosystem Research) international project.

IMBER is an international research project focussed on marine biogeochemical and ecosystem research (www.IMBER.info). IMBER is seeking to appoint an Executive Officer to lead the International Project Office (IPO) at the Institut Universitaire Européen de la Mer (IUEM), Brest, France. IUEM is a joint institute between the French Centre National de Recherche Scientifique (CNRS) and the University of Western Brittany. The Executive Officer will be assisted by a Deputy Executive Officer and an Administrative Assistant. The tasks of the Executive Officer and IPO staff include assisting the Scientific Steering Committee (SSC) in implementing the IMBER Science Plan and Implementation Strategy, organising and servicing meetings of the SSC, working groups and task teams, liaising with the sponsors (IGBP and SCOR) and other relevant organisations, seeking and managing project finances, representing the project at international meetings, maintaining the project website and interacting with IMBER national committees and groups, as well as other international projects. For this post, which is central to the IMBER research effort, we seek a candidate with a strong track record in scientific coordination, as well as familiarity, and preferably some experience, in the IMBER research areas. Experience of coordination of international science projects would be an advantage. Some international travel will be involved. The successful candidate will have excellent interpersonal and administrative abilities, be fluent in English and have first-class skills in both written and verbal communication. This post is available for three years and will be filled as soon as possible. Starting salary will up to 45,000 Euros (gross), dependent on the relevant skills, knowledge and experience that the post holder brings to the role.

Details of the IMBER project can be viewed at www.IMBER.info
Informal enquiries should be made to Dr Julie Hall,
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Applications, to include a CV, and the names and contacts for three referees should be sent to
Dr Julie Hall
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Kilbirnie
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or j.hall@niwa.co.nz
or Fax 64 4 386 0322
By December 5th, 2008.