

Job Title: Head of the Projects Department

Req ID 801 - Posted 21/06/2017



EUROPEAN SPACE AGENCY

Vacancy in the Directorate of Science.

ESA is an equal opportunity employer, committed to achieving diversity within the workforce and creating an inclusive working environment. Applications from women are encouraged.

Post

Head of the Projects Department

This post is classified A6 on the Coordinated Organisations' salary scale.

Location

ESTEC, Noordwijk, The Netherlands

Description

The Head of the Projects Department reports directly to the Director of Science. The overriding responsibility of the position is for the implementation and in-orbit commissioning of scientific space missions in ESA's Science Programme.

Duties

- Responsible for the design and development of all scientific space missions in the Science Programme from project adoption through launch and including the completion of in-orbit commissioning.
- Ensuring that the approved mission objectives are implemented within the agreed schedule and established Cost-at-Completion as communicated to the Science Programme Committee.
- Managing the Projects Department by delivering high quality project team results or outcomes. Providing direction; planning, distributing and monitoring the projects.
- Interfacing with industry for the development of space science missions.
- Interfacing with institutional organisations on technical issues concerning the development of space science missions.
- Implementing the industrial policy of ESA for the elements under his/her responsibility.
- The incumbent is assisted by individual project development teams, each led by a Project Manager.
- Defining priorities in the allocation of resources between projects.
- Developing and motivating departmental staff members by assessing the performance of direct reports, encouraging learning and development, by delegating responsibilities and by providing regular and constructive feedback.
- Encouraging synergy across the project teams and creating a sense of unity and purpose between teams and across ESA. Recognising team success.
- Dealing effectively with sensitive or difficult situations, liaising with Human Resources as required.
- Managing and clearly communicating the reasons for change; managing reluctance towards change and encouraging others to enable change.
- Ensuring that a long-term, strategic view is taken for the Department and effectively communicating the strategy and vision.

The incumbent will work closely with the:

- Future Missions Department to ensure a smooth transfer from the mission definition phase to the implementation phase;
- Science Support Office to ensure that the definition and development of projects are commensurate with the approved scientific mission objectives;
- Operations Department to ensure that the definition and development of projects are commensurate with the science operations requirements and ensure a smooth transfer to the operations phase.

Technical competencies

Management and delivery of space systems development projects within cost and schedule

Interaction with European space industry at the highest level

Technical management experience, specifically with challenges arising from both spacecraft and payload development

Space technology

Leadership competencies

Driving performance

Strategic vision & business context

Developing & motivating people

Fostering cooperation & effective team-working

Leading change

Behavioural competencies

Responsible decision-making

Communication

Ambassadorship

Education

Applicants should have a Master's degree or equivalent qualification in engineering or physics.

Other information

For behavioural competencies expected from ESA staff in general, please refer to the ESA Competency Framework.

The working languages of the Agency are English and French. A good knowledge of one of these is required. Knowledge of another Member State language would be an asset.

Please note that applicants may be required to undergo aptitude testing, including recognised psychometric testing as well as problem solving and decision-making exercises.

The closing date for applications is 15 August 2017.

If you require support with your application due to a disability, please email contact.human.resources@esa.int.

Please note that applications are only considered from nationals of one of the following States:

Austria, Belgium, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Luxembourg, the Netherlands, Norway, Poland, Portugal, Romania, Spain, Sweden, Switzerland, the United Kingdom, and Canada and Slovenia.

In accordance with the European Space Agency's security procedures and as part of the selection process, successful candidates will be required to undergo basic screening before appointment.