

Job Title: Science Programme Communication Officer

Req ID 8744 - Posted 30/07/2019



EUROPEAN SPACE AGENCY

Vacancy in the Director General's Services.

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

Science Programme Communication Officer

This post is classified A2-A4 on the Coordinated Organisations' salary scale.

Location

ESTEC, Noordwijk, The Netherlands

Description

The postholder reports to the Head of the Content Unit in the News and Content Office of the ESA Communications Department. The postholder is responsible for defining, executing and monitoring all communications activities falling under the responsibility of the Directorate Science. In fulfilling these tasks he is supported by a small team of communication experts.

Duties

- establishing and implementing the Annual Communication Plan for Science (and thereby contributing to ESA's Annual Communication Plan), and specific Communication Plans for missions and programmes under the responsibility of the Directorate of Science;
- participating to the ESA Editorial Board to contribute to an up to date and consolidated publishing agenda reflecting the communication interests of ESA and Science;
- managing the online presence of the Directorate Science including the ESA portal with a focus on news production;
- managing the social media communication of the Directorate of Science in accordance with the ESA social media policy based on a cross-media approach including live social TV formats;
- support corporate media relations, identifying and training a group of spokespersons of the Directorate of Science;
- providing the content necessary to the production of videos, graphics, animations (2D, 3D, and interactive virtual reality) focused on the public as target audience and web TV;
- supporting the implementation of news conferences, exhibition participation and public relations events by working in close cooperation with corporate media relations and the exhibition unit;
- providing the content necessary to the production of brochures, leaflets, posters, fact sheets and media kits;
- ensuring a bottom up information flow regarding content relevant for communications in the Directorate of Science;
- monitoring and evaluating the effectiveness of the implemented communication activities in close cooperation with the News Room based on agreed Key Performance Indicators and taking continuous action to improve delivery as required.

Technical competencies

Understanding of relevant stakeholders' communication networks
Relevant knowledge in area of responsibility at required level
Communication strategy and planning communication campaigns
Knowledge of and experience in communication in international context
Understanding of all communication platforms

Behavioural competencies

Communication
Innovation & Creativity
Planning & Organisation
Relationship Management
Results Orientation

Education

University degree (Master level) in Communications or related fields such as, Engineering, Natural Sciences or similar.

Additional requirements

Experience in international communications is an asset. Knowledge of Space Science, i.e. astronomy, planetary science and fundamental physics as well as proven experience in campaign management.

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.

The Agency may require applicants to undergo selection tests.

The closing date for applications is 10 September 2019.

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.

According to the ESA Convention the recruitment of staff must take into account an adequate distribution of posts among nationals of the ESA Member States. When short-listing for an interview, priority will first be given to internal candidates and secondly to external candidates from under-represented Member States. (<http://esamultimedia.esa.int/docs/careers/NationalityTargets.pdf>)

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.

Recruitment will normally be at the first grade in the band (A2); however, if the candidate selected has little or no experience, the position may be filled at A1 level.