

## Accelerator Development Coordinator (2 posts)

**Job Req ID:** 15803

**Closing Date:** 11 July 2022

**Publication:** Internal & External

**Vacancy Type:** Permanent

**Date Posted:** 20 June 2022

Vacancy in the Directorate of European, Legal and International Matters.

ESA is an equal opportunity employer, committed to achieving diversity within the workforce and creating an inclusive working environment. We therefore welcome applications from all qualified candidates irrespective of gender, sexual orientation, ethnicity, beliefs, age, disability or other characteristics. Applications from women are encouraged.

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

### Location

ESA Headquarters, Paris, France

### Description

A new team is being created to take forward the development of the ESA Accelerators, a high-priority organisational initiative launched in response to the proposals of the High-Level Advisory Group on Accelerating the Use of Space in Europe who delivered their report in October 2021 and supported by a Resolution of Council in its Matosinhos Manifesto.

You will directly support the Head of the Accelerator Office. Working in a small but highly capable team of roughly half a dozen staff including leads in the Directorate of Earth Observation Programmes, Directorate of Operations and the Directorate of Telecommunications & Applications, you will drive forward the Accelerators, developing the concept, governance, planning and engagement with stakeholders, especially users and the private sector. This will be a highly stimulating role requiring vision, creativity, a keen political sense, the ability to engage at senior levels but also a firm understanding of how to get things done in practice.

### Duties

You will report directly to the Head of the Accelerator Office and will be responsible for carrying out a range of policy and management support activities, including the following:

- Development of the Accelerator Concept, including defining key characteristics and tools of the Accelerators such as ways of working among partners, roles of different actors (public, private, solution providers, users etc), exit strategies, etc;
- Conceiving and putting into operation a model for Accelerator governance;
- Development, in collaboration with lead directorates, of the individual Accelerators;
- Cross-fertilisation of knowledge/expertise between the Accelerators;
- Stakeholder engagement with Member States, the European Commission, solution providers, and users;
- Overall delivery planning and reporting internally and to ESA Council on Accelerator progress;
- Assisting with the coordination of budgetary and financial aspects and, management of the Accelerator programme.

## **Technical competencies**

Background in/good understanding of at least one of the relevant Accelerator domains (Space for a Green Future, Rapid and Resilient Crisis Response, Protection of Space Assets)

A good understanding of current trends in the space sector (NewSpace, developments in applications including AI/quantum, use of space applications in the delivery of public services)

Experience of developing or applying governance structures and processes to a broad stakeholder group

Practical experience in project management

## **Behavioural competencies**

Result Orientation

Operational Efficiency

Fostering Cooperation

Relationship Management

Continuous Improvement

Forward Thinking

## **Education**

A masters' degree in a relevant subject area is required.

## **Additional requirements**

You should also have:

- the potential to manage/supervise trainees (interns/young graduate trainees) and the ability to organise their activities and ensure a motivating work environment;
- effective relationship management, including customer focus and ambassadorship skills;
- excellent communication skills, both verbal and written;
- strong problem-solving skills to deal with day-to-day challenges;
- a strong result orientation with the ability to set priorities and present practical solutions;
- the ability to manage challenging situations proactively and constructively, with demonstrated planning and organisational skills.

International experience, outside your home country, as well as experience in diverse functional areas relevant to ESA activities is an asset.

## **Other information**

For behavioural competencies expected from ESA staff in general, please refer to the [ESA Competency Framework](#).

For further information please visit: [Professionals](#), [What we offer](#) and [FAQ](#)

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.

**Interviews are planned to be held on 26 July 2022 by remote teleconference. Applicants should ensure they can be available on this day.**

At the Agency we value diversity and we welcome people with disabilities. Whenever possible, we seek to accommodate individuals with disabilities by providing the necessary support at the workplace. The Human Resources Department can also provide assistance during the recruitment process. If you would like to discuss this further please contact us email [contact.human.resources@esa.int](mailto:contact.human.resources@esa.int).

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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, Latvia, Lithuania 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 or balanced Member States\*.  
(<https://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 conducted by an external background screening service.

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.

\*Member States, Associate Members or Cooperating States.