



RECRUITING A SCIENTIFIC PROGRAMME COORDINATOR

NORFACE is inviting suitable candidates to apply for the position of Scientific Programme Coordinator for the NORFACE ERA-NET cofund research programme Democratic governance in a turbulent age.

NORFACE (New Opportunities for Research Funding Agency Cooperation in Europe) has launched its sixth transnational social sciences research programme Democratic Governance in a Turbulent Age (acronym: Governance). The European Commission is providing top-up funding to this joint research programme via an ERA-NET Cofund grant. With this major joint transnational research programme, NORFACE offers a timely investigation of the nature of the turbulent times that democratic politics and governance in Europe are facing, but also aims to explore how European states can negotiate it and develop strategies to enhance the quality of democratic politics and governance.

The Governance programme funds fourteen transnational research projects, which are expected to start towards the end of 2020. More information about the programme is available on the [NORFACE website](#).

The role of NORFACE Scientific Programme Coordinators

For its first two transnational research programmes, on the topics of Religion and Migration, NORFACE appointed a Programme Director, with the aim of bringing transnational added value to the programmes in terms of visibility and cohesion. For the following two NORFACE programmes, Welfare State Futures (WSF) and Dynamics of Inequality Across the Life-course (DIAL), the position of programme director was re-evaluated to best serve the needs of the involved researchers. NORFACE decided to change the position into a Scientific Programme Coordinator. The coordination by an internationally well-positioned researcher with relevant expertise and knowledge of the programme themes has proven to play a key role in creating added value to the programme, increasing the impact of the programme and the research projects funded within the programme, and contributing to the visibility of social sciences research in Europe on specific themes.

The following (Scientific) Programme Coordinators have worked on NORFACE programmes:

- Re-emergence of Religion as a Social Force in Europe: Prof. Roger Hewitt, Goldsmiths, University of London
- Migration in Europe: Social, Economic, Cultural and Policy Dynamics: Prof. Christian Dustmann, University College London
- Welfare State Futures: Prof. Ellen M. Immergut, European University Institute
- Dynamics of Inequality Across the Life-course: Dr. Elina Kilpi-Jakonen, Turku University

Tasks of the Governance Scientific Programme Coordinator

For the Governance programme, NORFACE is now in search of an external Scientific Programme Coordinator who, with the support of a team of experts, will take on the following tasks:

- To strengthen the overall cohesion of the NORFACE Governance programme by:
 - bringing the various teams from the transnational research projects together to work synergistically and integrating perspectives by organising and supporting the organisation of a kick-off meeting for the projects, joint (thematic) workshops and a final conference;
 - promoting capacity-building and networking in the programme;
- To coordinate knowledge exchange and dissemination efforts and activities, and ensure that the results of this programme are shared among a diverse and relevant academic and stakeholder audience by:
 - coordinating the communication of activities, results and successes of the research projects and the programme among the other research teams and to the broader

academic and non-academic community, e.g. by organising workshops and other events, circulating newsletters, producing working papers and policy briefs and providing a platform for these;

- inspiring the various teams of the research projects into using new, effective ways of reaching out and knowledge uptake and to stimulate the exchange of good examples;
 - stimulating and facilitating communications from the various teams of the research projects both within academia and with related professional organisations in government, business and the voluntary sector, including engaging such professional organisations in the workshops as and when appropriate;
 - to encourage the highest quality of publications from the research both in terms of scholarly and scientific articles in appropriate and highly regarded journals, monograph publications as and when appropriate, and other media aimed at appropriate professional audiences to enhance the visibility of the programme;
- To stimulate open access to outputs produced in the programme and by the research projects and the storage of primary data collected by the research projects;
 - To regularly report to the NORFACE Network Board about the recent activities and progress of the programme and to attend meetings of the NORFACE Network Board to discuss this progress;
 - To contribute to the mid-term and final evaluation of the programme, carried out by NORFACE;

In order to attract high-quality applications, the NORFACE partners are prepared to be as flexible as possible in terms of the proposed arrangements. Applicants are therefore encouraged to work with a self-appointed team (e.g. including a junior researcher or professionals such as a communication expert) that would assist in delivering the directorial and management roles. It is therefore possible to attribute part of the total budget for external expertise. Applicants are strongly encouraged to describe the skills and expertise required in the team. A preliminary proposed composition of division of tasks and names of potential candidates for the team can be included but are not mandatory at this stage.

NORFACE is expecting to appoint the Scientific Programme Coordinator for a period of around 41 months to cover the duration of the programme, starting at the beginning of 2021, following the start of the funded projects.

Budget

The budget for the Scientific Programme Coordinator (team) has been set at a maximum €550,000 for a period of around 41 months. The grant includes 20% overhead/indirect costs. The grant will be made through a higher education research institution or other research institution. Applicants should include details of the proposed administering institution in their application.

The grant may be used for:

- Support of a proportion of the salary of the Scientific Programme Coordinator and related social costs at a minimum of 25% of time. The proportion may vary at different periods.
- Support of a proportion of other team members and external expertise, for example communication and media efforts. The proportion may vary for different team members and at different periods.
- Travel and subsistence, including travel to the relevant meetings of the NORFACE network.
- Office costs.
- Co-ordination and organisation of events, including a kick-off meeting, (thematic) workshops and a final conference.
- Engagement and communication events with the wider professional and academic community.
- Maintenance and development of the programme website.

Applications would need to set out how the budget will be used across these headings. For some NORFACE funding organisations the role of engaging with the professional user community is particularly

important, and they would expect applications both to address this carefully and to allocate reasonable resources to it.

Requirements

The most suitable candidate (together with his/her foreseen team and required external support, if applicable) for this post is expected to:

- Have already established a full or emergent international reputation in the field of the Governance programme and have a good understanding of the European and global issues around programme themes.
- Be dynamic and innovative in his or her approach to new tasks.
- Have very strong networking skills within the academic and (transnational) stakeholder communities and have the ability to connect, and help others to connect, with the key gatekeepers in this area.
- Have excellent inter-personal, team-leading and managerial skills.
- Have excellent communication skills both orally, in writing and presentation, including good awareness of the potential of new media.
- Be able to work at an international level with colleagues from different cultural and linguistic backgrounds.
- Have views on the expertise and skills needed in a team to deliver the expected results.

Affiliation with one of the funded projects of the programme is considered an advantage but this is not a requirement.

In case the applicant would apply with a preliminary team already in place, the role of the Scientific Programme Coordinator and associated personnel should be clearly set out, within the budget provision offered. Moreover, there would need to be one clear Scientific Programme Coordinator identified, and only one grant will be issued, to the institution of the Scientific Programme Coordinator.

Applications

Applications should be set out in English in free style form in a document of not more than 2,000 words, in a legible font, and submitted as an attachment to an e-mail no later than **6 September 2020** to the NORFACE Coordination Office at NWO via governance@nwo.nl.

The application should address the following points:

- The Candidate's qualification and experience for the proposed task, including a curriculum vitae of not more than 3 pages A4 (additional to the 2,000 word limit).
- How he/she is suited to work within the parameters and objectives for the programme as set out in the [Governance Programme Text](#) and [Call for Proposals](#).
- What additional scientific, administrative and communications expertise would be needed and how he/she would manage and collaborate with a team.
- How he/she would address its direction over the period of the programme, including the commissioning and final years, with particular reference to:
 - Overall strategy, and integration of the programme
 - Engagement with non-academic professionals and policy users
 - Expected outputs and performance measures
 - Foreseen indicators of success
- What proportion of their own time he/she would devote to the programme (this is expected to be around 25% over the duration of the position, with other commensurate support as appropriate).
- The proposed allocation of the Scientific Programme Coordinator's budget for the programme for staff, co-ordinating, networking and communication activities, and over each of the years.

- The grant includes 20% overhead/indirect costs. The grant will be made through a higher education research institution or other research institution. Applicants should therefore include details of the proposed administering institution in their application.
- The application should also include the names and addresses of **two** academic and **one** non-academic professionals with experience of their work in this or a related area, who can comment authoritatively and objectively on his/her relevant standing, skills and experience.

Selection process

A selection committee comprised of representatives from the NORFACE Network Board will consider the submitted applications. Online interviews with the candidates will take place in September/October 2020. The result is expected to be announced in November 2020. During November and December 2020, a contract will be prepared by NORFACE, in close contact with the appointed Scientific Programme Coordinator.

Further information

More information about NORFACE can be found on the [NORFACE website](#).

For questions regarding the position and/or the selection procedure, please contact Ms. Maxime Verbeij (NORFACE Coordination Office) at governance@nwo.nl.

Partners in NORFACE Governance programme

The NORFACE partners in the programme are:

- Austrian Science Fund (FWF)
- Programatory Public Service Science Policy (BELSPO)
- Fonds voor Wetenschappelijk Onderzoek (FWO)
- Fonds National de la Recherche Scientifique (F.R.S-FNRS)
- The Czech Academy of Sciences (CAS)
- Independent Research Fund Denmark (IRFD)
- The Estonian Research Council (ETAg)
- Academy of Finland (AKA)
- Agence Nationale de la Recherche (ANR)
- Deutsche Forschungsgemeinschaft (DFG)
- The Irish Research Council (IRC)
- Research Council of Lithuania (RCL)
- Fonds National de la Recherche Luxembourg (FNR)
- Dutch Research Council (NWO)
- The Research Council of Norway (RCN)
- National Science Centre (NCN)
- The Slovenian Research Agency (ARRS)
- State Research Agency (AEI)
- The Swedish Research Council (VR)
- Swiss National Science Foundation (SNSF)
- UK Research and Innovation - Economic and Social Research Council (UKRI – ESRC)

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