

EIT Innovation Communities are designed as pan-European partnerships that bring together business, research centres and universities with the aim to tackle major societal challenges in areas with high innovation potential. To find out more, please visit www.eit.europa.eu

The European Institute of Innovation and Technology (EIT) has launched in 2019 the building of the Innovation Community Manufacturing. EIT Manufacturing's mission is to bring European manufacturing actors together in innovation ecosystems that add unique value to European products, processes, services – and inspire the creation of globally competitive and sustainable manufacturing. www.eitmanufacturing.eu

EIT Manufacturing now invites applications for the position of

Collaboration Manager

Full-time position for all RIS countries, located at EIT Manufacturing CLC East in Vienna (Austria);

About the Co-Location-Center (CLC) East

The CLCs East is an integral part of the KIC's governance and fosters connectivity with local ecosystems through the provision of physical spaces for interaction. It initiates, hosts and implements the various KIC's activities and provides a platform for discussion of innovative ideas. The CLC East identifies and builds new possibilities to further substantiate the KIC's long-term sustainability and are actively involved in helping to secure funding for Innovation, Education and Business Creation activities. The CLC East also identifies and exploits promising opportunities for cross-CLC activities.

About the Regional Innovation Scheme (RIS):

The EIT Regional Innovation Scheme constitutes an integral part of EIT Manufacturing's strategy and is designed as a long-term initiative to strengthen the national and regional innovation eco-systems of countries that are moderate and modest innovators by transferring good practices and know-how to boost innovation.

Several of these regions and countries host manufacturing suppliers, subcontractors and solution providers, usually SMEs, who are important for the operations of large European manufacturers, often world market leaders. Accordingly, EIT RIS is important for EIT Manufacturing which will aim to increase the innovation capacity of those entities in EIT RIS countries, by implementing several relevant actions and activities.

Currently, EIT RIS eligible countries are the following:

EU Member States: Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Greece, Hungary, Italy, Latvia, Lithuania, Malta, Poland, Portugal, Slovakia, Slovenia, Spain, Romania

H2020 Associated Countries in Europe: Albania, Armenia, Bosnia and Herzegovina, Faroe Islands, Republic of North Macedonia, Georgia, Moldova, Montenegro, Serbia, Turkey, Ukraine

A primary objective of EIT Manufacturing is to establish a stable innovation ecosystem in EIT RIS countries that will be directly and closely linked with EIT Manufacturing. Towards this purpose, EIT Manufacturing will implement a range of activities engaging individuals (e.g. students, researchers, manufacturing workforce) and entities (e.g. manufacturing companies, especially SMEs, start-ups, scale-ups, universities, research institutes, etc) within the

context of the EIT Regional Innovation Scheme. EIT Knowledge Triangle Integration in all three main areas, Innovation, Education and Business Creation will be promoted and facilitated. Accordingly, it is crucial that our RIS portfolio is monitored, supported and steered towards accomplishing the strategic objectives of our community.

About the position

The selected applicant will be responsible for establishing and maintaining relationships with public authorities in EIT RIS eligible countries. The objective of this position is identifying regional and national financial instruments, and realizing fruitful collaborations of CLC East, and EIT Manufacturing in general, with public authorities, by attracting co-funding. He/she will strongly engage suitable regional and national stakeholders from the relevant countries, raise awareness of EIT Manufacturing and materialize concrete synergies and joint instruments with regional/national authorities. Travelling and organizing online and physical (training) events will be a crucial part of this position.

Key Accountabilities

- Implement the relevant activities effectively
- Take an active part in the business development
- Work closely with the EIT Manufacturing's Director of EU Affairs and RIS and the Director of CLC East, with partners and/or external stakeholders and outline strategies to accomplish the relevant objectives
- Be proactive and identify corrective actions
- Take appropriate actions and measures to achieve the objectives and targets (e.g. KPIs) of the project
- Write proposals and develop service offerings for synergies with regional/national authorities.
- Prepare all relevant documentations (deliverables, collaborations planning, MoUs, MoCs, performance and cost reporting, KPIs, etc)
- Facilitate also the development of the EIT Manufacturing RIS programme in general and the operations of EIT Manufacturing CLC East
- Organize workshops, meetings and dissemination events with the relevant regional/national authorities

Qualifications:

- University degree in relevant field
- Minimum of 3 years experience in relevant and similar tasks

Skills and expertise:

- Experience in the relevant fields such as business development, presales as well as acceleration programmes, entrepreneurship, engagement of individuals for innovation, incubation, networking, etc.
- Good knowledge of regional and national programmes, instruments and strategies
- Process-oriented with attention to detail and ability to best combine analytical thinking with creativity in order to develop joint initiatives with regional/national authorities.
- Report writing. Excellent command of the English language is mandatory.
- A team player who understands the importance of team work in an international environment
- Independent and trustworthy
- Experience in dealing with representatives at all levels in academia, industry, research
- Organized, proactive, service-oriented, capable of multi-tasking

- Willingness to travel regularly to partner locations across Europe and mostly in EIT RIS eligible countries

What we offer:

- fast and flat processes, straight internal communication, low hierarchies and freedom to operate
- Family atmosphere within a dynamic, international team at modern office facilities in Vienna
- Our working language is English
- Minimum salary of € 50.000,00 gross per year
- Annual season ticket of Wiener Linien
- Techniquial equipment (Laptop, iPhone, etc.)

Location

The post will be based in our CLC East in Vienna (Austria), with regular travel to EIT RIS countries. The Collaboration Manager will need to assure adequate presence at the location. Having a permanent residence in Austria is not a requirement.

Reporting

The Collaboration Manager will report to the CLC East Director and to the Director of EU Affairs and RIS.

Equal opportunities

EIT Manufacturing values diversity and applies policies of equal opportunities. We welcome applications without discrimination, on any grounds. Candidates considering their interests having been prejudiced by a decision in a selection process may request a review of, or launch an appeal against, the decision adversely affecting them.

Selection Committee

A Selection Committee will be appointed to carry out the evaluation of applications submitted. Please note that the Selection Committee's internal proceedings are strictly confidential. Shortlisted candidates may be invited for an interview at EIT Manufacturing with CLC East Director and to the Director of EU Affairs and RIS. Candidates may be asked to provide proof of qualifications, background, skills, and experiences by providing relevant documents.

Protection of personal data

Applicants' personal data are processed as required by Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data (Official Journal of the European Communities, L 8 of 12 January 2001). This applies in particular to the confidentiality and security of such data.

Application

A complete application should consist of

- (i) a full curriculum vitae,
- (ii) a covering letter describing briefly how you meet the criteria outlined and your vision for the role

The application should be sent via e-mail to: hr.east@eitmanufacturing.eu with subject “EIT Manufacturing Collaboration Manager Vienna”.

The application should be written in **English**.
Only complete applications will be evaluated.

Closing date is **30 November 2022**.

For further information, please contact hr.east@eitmanufacturing.eu

Please join us on this exciting journey. Send us your application now!