



European
University
Institute

ACADEMIC
SERVICE

Subject: Call for interest: Temporary employment in the Language Centre of the European University Institute

About the EUI:

The European University Institute (EUI) is an international postgraduate teaching and research institute. Its aim is to provide advanced academic training for doctoral and post-doctoral researchers and to foster research in fields which are of particular interest for the development of Europe.

The EUI today hosts a community of more than 1,000 scholars from over 60 countries.

The Institute's doctoral programme excels with an integrated, multi-disciplinary approach to both teaching and research across its four departments of Economics, History and Civilisation, Law, and Political and Social Sciences.

It is renowned for its dynamic intellectual climate, rich in seminars, conferences and events featuring leading academics and policy-makers from Europe and beyond.

The Robert Schuman Centre for Advanced Studies conducts inter-disciplinary, comparative and policy research on the major issues on the European integration process.

The Max Weber Programme for Post-doctoral Studies, the largest of its kind in the social sciences, provides advanced training to young academics from around the world.

www.eui.eu

About the Academic Service

The Academic Service provides a wide range of services to the EUI scholarly community, geared towards their professional development. It provides academic skills training, language services, counselling and wellbeing services, and it engages with researchers in a wide range of extra-curricular activities.

The Service also oversees the selection, admission and reception of researchers, and supports them administratively during their entire stay.

Temporary Employment

The Academic Service, and more specifically the Language Centre, is seeking an experienced language teacher for a thirteen-month period from September 2018 until September 2019.

Most of the work requires expertise in English for Academic Purposes (EAP)/Academic Literacies and experience in providing academic skills support to Early Career Researchers in the Social Sciences.

Function description

The candidate will cover a wide range of competences of which the most important are:

- Teaching academic writing skills and academic presentation skills to researchers and fellows (native- and non-native-speaking) at doctoral and post-doctoral level

- Giving genre-based workshops such as emails, personal statements, using corpora for research writing, etc.
- Facilitating Academic Writers' Groups for researchers
- Individual coaching
- Revising linguistic aspects of researchers' in-house papers and research articles
- Working closely with the Max Weber Programme (Academic Communications Unit) to support fellows, e.g. academic presentation skills, research writing, honing job talk skills, etc.
- Team-teaching on the Introduction to Teaching in Higher Education course and follow-up teaching practice sessions
- Placement testing of candidate researchers to the EUI
- Placement testing for EUI competitions

Requirements

Candidates should have:

- A postgraduate qualification or teaching certificate
- Experience in teaching post-graduate and post-doctoral researchers in the Social Sciences
- Preferably teaching experience in an international setting

The EUI offers

Contract agent position - GFIV (basic monthly salary of EUR.2,770.59) for a duration of 1 year, non-renewable.

On top of this the staff member is entitled to:

- Travel expenses on entry into service: a flat-rate payment based on an allowance per kilometer of the distance between Florence and the place of recruitment
- Daily subsistence allowance: payment of a daily subsistence allowance for 120 days from entry into service
- Health coverage (JSIS)

Depending on their personal situation, the staff member can receive:

- Household allowance
- Child and school allowance
- Expatriation allowance (16% of basic salary)

Where the contract is a minimum of 1 year:

- Removal cost reimbursement
- Installation allowance (1 month of basic salary)

Employment period:

The successful candidate is expected to take duties on the 1st of September 2018. The contract will end on the 31st August 2019.

Contact:

A cover letter and CV should be sent to Human Resources Service (HumanResourcesService@eui.eu) by the end of February.

For more information on the vacancy, please contact Veerle Deckmyn (Director of Academic Service) or Nicola Owtram (Coordinator of the Language Centre).