

ESI Open Call

Объявляется конкурс на замещение должности директора Европейского учебного института при МГИМО (У) МИД России. Вакансия действует с 1 октября 2012 года до 30 сентября 2013 г. с возможностью продления срока полномочий. Кандидаты должны быть гражданами Российской Федерации. Duties include academic, administrative and financial tasks. The closing date for applications is 31 мая 2012 г.

European Studies Institute (ESI)

The European Studies Institute (ESI) is an education and training Institute co-financed by the European Union and Russian Federation. It was established in 2006 at the Moscow State Institute of International Relations-University of the Ministry of Foreign Affairs of Russia. The ESI offers a Masters' programme in European Integration Studies to civil servants, postgraduate students, NGOs representatives and private sector employees. It organises also short-term training programmes on EU and EU-Russia relations and conferences, seminars and workshops on the same subjects. More information is available at www.eurocollege.ru and www.ru-eu.ru.

The ESI wishes to recruit a:

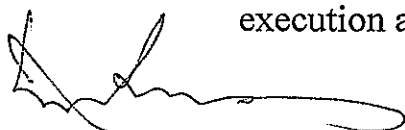
Director

The ESI Director is responsible for the management of the ESI with the purpose of achieving its statutory aims inter alia by implementing the decisions taken by the Governing Board of the Institute or by the Executive Committee when the latter is charged with this mandate by the Board.

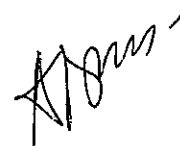
The Director is appointed by the Governing Board. Power to dismiss the Director is with the Governing Board.

The responsibilities of the Director include, in conformity with the Provisions of the European Studies Institute (Statute) and the decisions of the Governing Board,

- supervising the quality of educational and scientific performance;
- the fulfillment of operational, contractual and financial activity, including substantial fundraising activity at the ESI and ensuring the ESI budget execution according to its Financial Regulations;



Georgios K.



- as well as representing the ESI in Russian and foreign organisations and institutions.

Academic background

- University degree in law or economy, political science, public administration, etc is an absolute requirement.
- PhD degree in law or economy, political science, public administration, etc is an advantage.

Professional Experience

- Minimum 10 years of general professional experience in delivering education and carrying out research activities in fields related to European Integration Studies;
- At least 5 years of management experience supervising education institutes, coordinating the work of collaborators in a team, being responsible for meeting academic, administrative and financial targets.

Experience of working internationally or managing a multicultural team will be an advantage.

Knowledge and skills, including language skills

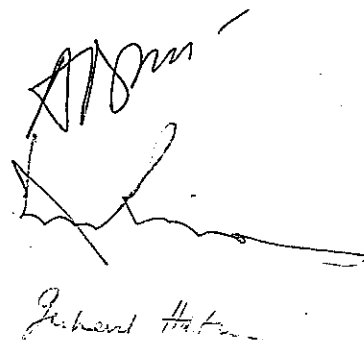
- S/he shall have good command of English language.
- Knowledge of other EU languages will be an advantage.
- Excellent communication and negotiation skills.
- Computer skills.

Documents to be submitted with the applications (the mail and e-mail addresses for sending the papers: 119454, Moscow, Russia, Pr. Vernadskogo,76, Vice-Rector for educational programme development at MGIMO-University; ESI.open.call@gmail.com).

- MGIMO application form.
- Curriculum vitae.
- Motivation letter.
- Certified copies of diplomas and degrees.

Place of assignment

Moscow.



Richard H. H.