



The Board of the Association for European Life Science Universities (ICA)

is searching for

ICA Secretary General (0.6 FTE)

ICA, established in 1988, is the Association for European Life Science Universities www.ica-europe.info. Its members are more than 50 higher-education institutions from almost all European countries in the domain of sustainable bio-economy and society (encompassing agriculture, forestry, food production and consumption, natural resources, the bio-based sector, biodiversity, the protection of the environment, and rural development). The Association, is led by an elected Board, includes three Board Committees and eight independent ICA Standing Committees.

ICA's mission is to strengthen and promote European life science universities by:

1. supporting and enhancing their education, research and innovation,
2. providing them with platforms for cooperation, joint learning, as well as for sharing experiences and understanding,
3. representing and engaging its members with European institutions and networks,
4. making the knowledge and experts of member institutions available for European and global transitioning to a sustainable bio-economy and society.

In 2021 ICA renewed its strategy with the goal of enhancing collaboration among its members and focussing on engaging with the EU and European institutions. With this strategy the secretariat, which is currently run by 0.3 FTE position, will be enlarged to ensure a successful implementation. Based on these goals, the position of the "ICA Secretary General" was defined and is waiting to be filled with this announcement.

Job description

The Secretary General leads the ICA secretariat and supports the ICA Board and committees focussing on:

- Implementing the new ICA strategy (www.ica-europe.info),
- Coordinating ICA's engagement with the European Commission and other European institutions and networks,
- Enhancing the communication, visibility and relevance of ICA in Europe,
- Promoting networking activities among the ICA members,
- Actively searching for third party funding relevant to the ICA strategy,
- Organizing the annual ICA Rectors & Deans Forum,
- Chairing the newly established ICA - European Committee,
- Supporting the ICA Board, especially its President and Vice-President.

We are looking for candidates with the following background:

- Experience with (collaboration among) higher education institutions,
- Proven interest in the domain of sustainable bio-economy and society,
- Proven experience in engaging with the European Commission and other European institutions and networks,
- Excellent networking and communication skills,
- Proven staff leadership skills,
- A binding and connecting personality,
- Capacity to work at both strategic and operational levels,
- Working flexibility in time and place.

We offer

As the ICA Secretary General, you will serve in an extensive network of European Life Science Universities and Faculties represented by university leaders, all of whom are committed to improving higher education, research and its impact on sustainable development of our society. You will be supported by the existing ICA secretariat (0.3 FTE position).

The employment contract details and the actual annual gross salary are subject to qualification and will be negotiated. The position will be initially filled for one year (expected start is 1. February 2022) with the ambition of an extension subject to satisfactory progress.

ICA has no office and office arrangements are subject of the negotiations. When working in Brussels, office space is provided by one of the ICA members' Brussels offices.

Please include the following documents in your application:

- CV including details of your professional experiences relevant to this job announcement,
- A brief explanation of your interest in the position and what makes you the suitable candidate (max. 2 pages A4),
- Any other Information or qualification you feel is relevant for this position.

ICA as a diverse organization, is committed to creating an inclusive environment where diversity is celebrated, and encourages applications from suitably qualified people from a wide range of backgrounds and interests.

More information can be obtained at the ICA website (www.ICA-Europe.info) and from the chair of the search committee, Prof. Hubert Hasenauer (hubert.hasenauer@boku.ac.at).

Applications should be sent by e-mail to Prof. Hasenauer, before 10. December 2021.