
**The International Life Sciences Institute, Europe
is seeking an exceptional scientist for the post of**

Scientific Project Manager

The International Life Sciences Institute, Europe (ILSI) is based in Brussels, Belgium. Its team comprises 20 persons of different nationalities. The International Life Sciences Institute is a non-profit, worldwide foundation established in 1978 to advance the understanding of scientific issues relating to nutrition, food safety, toxicology, risk assessment, and the environment.

Do you fit the following profile?

- PhD or MSc in life sciences (food safety, toxicology, nutrition, biology, agriculture),
- experience in food safety and/or nutrition science and/or environmental issues,
- experience in scientific and financial project management, preferably in an international organisation,
- reliable, flexible, dynamic and constructive team player with good communication skills,
- excellent command of written and spoken English,
- good coordination skills,
- working or long-term education experience in Europe,
- able to obtain a working permit in Belgium, if needed,
- grant acquisition experience is not essential but would be valuable.

Task overview:

Coordinating task force and expert group activities. This includes:

- organising meetings with scientists from academia, industry and public sector, developing the agenda, writing the minutes, and coordinate follow up of these meetings,
- coordinating publications, including reminding contributors of their duties, manuscript assembly, submission and correspondence with editors of scientific journals,
- organising scientific meetings/ workshops /symposia,
- keep up to date with relevant scientific developments related to the task force work, including that of international organisations,
- presenting the outcome and impact of the task force activities in meetings and conferences,
- planning and implementing the task force budget,
- establishing contact with renowned scientists and coordinating their work.

We offer:

- a multicultural, dynamic, flexible working environment,
- excellent networking opportunities with academic, industry and public sector scientists,
- involvement in scientific projects and programmes, including EU-funded projects,
- initially a one-year contract, with renewal options.

How to apply:

Please send only your covering letter, full CV in English by email to application@ilsieurope.be
For the attention of the Executive and Scientific Director
Subject matter: your name, date, application SPM2014

Deadline is 17 June 2014

ILSI Europe, Avenue E. Mounier 83, box 6, 1200 Brussels, Belgium
Selected candidates will be invited for an interview. More Information on ILSI Europe at www.ilsieurope.eu