



## Project Manager

**Contractual Status:**

Full-time employee (unlimited duration)

**Working regime:** 5 days a week (1.0 FTE)

**Function:** Project Management

**Location:** Brussels, Belgium

**Company:** Waterborne Technology Platform

**Starting Date:** From 1.2.2021 onwards

**Salary:** Negotiable

**Contact:** [jaap.gebraad@waterborne.eu](mailto:jaap.gebraad@waterborne.eu)

**Company Description:**

The WATERBORNE Technology Platform has been set up as an industry-oriented Technology Platform to establish a continuous dialogue between all waterborne stakeholders, such as classification societies, shipbuilders, shipowners, maritime equipment manufacturers, infrastructure and service providers, universities or research institutes, and with the EU Institutions, including Member States. WATERBORNE is registered as a Belgian non-profit making association. WATERBORNE consists of both members as well as observers and represents the broader waterborne sector in Europe by members from 15 EU Member States, Norway and the United Kingdom.

The Secretariat of WATERBORNE provides all necessary organizational and administrative support and is responsible for daily contacts with the European Commissions Services, the members of WATERBORNE, as well as any other interested stakeholder.

Besides the activities as a Technology Platform, WATERBORNE will be coordinating the execution of a co-Programmed Partnership on Zero-Emission Waterborne Transport in the framework of Horizon Europe<sup>1</sup>. The activities of the Secretariat of WATERBORNE will amongst others be aimed at facilitating the periodic update of the Strategic Research and Innovation Agenda<sup>2</sup> of the Partnership, monitoring the progress towards the objectives of the Partnership, and provide secretarial services to a number of key bodies.

In addition, the Secretariat will be involved in a number of EU-funded projects, either as coordinator either as partner, linked to the objectives of the Partnership as well as the development and the execution of a broader communication campaign regarding the importance of waterborne related Research, Development and Innovation.

**Mission:**

WATERBORNE is looking for a project manager to execute and support a variety of EU-funded projects in the context of Horizon 2020. As said above, in these projects, WATERBORNE is either coordinating activities regarding communication and dissemination or the development of a research and innovation agenda for the waterborne sector, in close cooperation with all actors involved in waterborne transport related activities.

Besides managing projects, the project manager will also support the Secretariat of WATERBORNE in administrative and communication issues, like the organization of working groups, the maintenance and development of social media, and the development of a number of communication tools.

In your capacity of Project Manager, you will report directly to the executive-director of WATERBORNE.

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1

[https://ec.europa.eu/info/sites/info/files/research\\_and\\_innovation/funding/documents/european\\_partnership\\_for\\_zero-emission\\_waterborne\\_transport.pdf](https://ec.europa.eu/info/sites/info/files/research_and_innovation/funding/documents/european_partnership_for_zero-emission_waterborne_transport.pdf)

2



## **Tasks**

You will coordinate the various activities of the EU projects, follow-up and manage the good execution of all the tasks within the relevant Work Packages and integrate the deliverables of the project partners into one coherent deliverable.

In this position, you will be helping the WATERBORNE Secretariat in running the project(s), by supporting project partners in your capacity of coordinator of work packages. In addition, you will be helping the secretariat of WATERBORNE, and frequently exchange information with the members of the platform. Both project management as well as the support of the secretariat of WATERBORNE entail basic administrative tasks.

## **Profile:**

You have project management skills or a first experience in this field. You hold a University degree and have a general understanding of the functioning of the EU, the importance of RD&I and of communication and dissemination strategies and activities.

1. You are Fluent in English,
  - Knowledge of French, Spanish, Italian, Dutch or German are a plus;
2. A first experience in Project Management, is needed;
  - Knowledge of WBS Project is a plus;
  - Experience with EU projects is a plus;
3. Comprehension of Industry challenges is a must;
  - A strong knowledge and interest in waterborne matters is a plus.

*Additionally,*

- Good writing skills and organizational autonomy are required;
- Capacity to work under tight deadlines;
- Excellent communication and interpersonal skills are a must;
- Experience or knowledge of basic administration is a plus

## **How to Apply:**

Please send your up-to-date CV and a cover letter detailing how your profile matches the requirements of this position to: [jaap.gebraad@waterborne.eu](mailto:jaap.gebraad@waterborne.eu) by latest 18 December 2020.