

Call for application

RC LACE – Regional Cooperation for Limited Area modelling in Central Europe, **is recruiting the position for Program Manager**. Candidate is searched:

- Program Manager (PM), full-time position

This position is recruiting from RC LACE Members only. More information about the RC LACE project can be obtained at the www.rclace.eu. The description of work for the position is annexed to this document and it is part of LACE MoU IV that has taken effect from January the 1st 2013.

The duration of the position is till to 31. Dec. 2018, with the possibility of extension for further 2 years. The compensation package for the successful candidate contains a salary supplement or prime on top of the existing salary provided by the host institute.

Applications, including a letter of motivation and a CV with a list of publications, should be sent via e-mail to RC LACE President at e-mail: 'klemen.bergant@gov.si' , until the 31. Dec. 2017, with a copy to RC LACE vice President at e-mail 'martin.benko@shmu.sk'.

Application has to be co-signed by the director of NM(H)S where the applicant is employed.

Decisions on the application will be taken by the LACE Council, the candidates will be notified about their bid latest at end of January 2018.

Any further information can be obtained through email from Mr Klemen Bergant , RC LACE President 'klemen.bergant@gov.si'.

RC LACE Program Manager

The duties of the Program Manager include managing RC LACE Program, coordinating the RC LACE research and development work and projects. The detailed terms of reference for this position are listed below.

The position is a full-time position. The salary supplement or prime is 12,000 € annually on top of the existing salary provided by the host institute. The successful candidate will have experience in the field of NWP, wide overview of NWP, and proven management, coordination and communication skills.

Terms of References of Program Manager

Program Manager (PM) is a full-time position. PM acts under the responsibility of the Council. In the period between the Council sessions PM acts under the responsibility of the Council President. PM is the head of the Management Group. The duties of PM are:

- PM is responsible to the Council for the execution of the RC LACE Program.
- PM is responsible for the preparation of Scientific Plan in harmonization with the Management Group based on the advices from LSC.
- PM is responsible to coordinate the work plans and actions of RC LACE Management Group.
- PM is responsible to coordinate the implementation of the Project deliverables at Member services.
- PM is responsible to coordinate operational deliverables, together with Management Group and Project Responsible Centre.
- PM is responsible for resource planning and coordination together with the Management Group.
- PM is responsible to organize individual and /or research group stays together with the Management Group.
- PM is coordinating Projects that are not related to a single area and not coordinated by a single Area leader.
- PM is responsible for the elaboration of solutions for existing problems.
- PM contributes to the preparation of longer term scientific and/or technical strategies of the RC LACE Program.

- PM organizes together with the President and local host, the sessions of the Council and will provide reports to the Council about the RC LACE program execution.
- PM prepares the Annual Budget and will survey contributions and expenses.
- PM seeks for additional funding with special emphasis on the EU funds.
- PM is responsible for running the administration of the RC LACE Program.
- PM is the contact point in the relations between RC LACE and the Numerical Weather Prediction Partners and participates at ALADIN and HIRLAM meetings.
- PM is responsible for representing the RC LACE program at Numerical Weather Prediction meetings or will deputize this responsibility among other Management Group members.