

Call for Applications

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

Programme manager, 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 V that is taking effect from 1st of January 2021.

The duration of the position is till to 31st December 2022. 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: martin.benko@shmu.sk, until the 24th December 2020, with a copy to LACE Vice President at e-mail picek@cirus.dhz.hr.

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 2021.

Any further information can be obtained through email from Dr Martin Benko RC LACE President martin.benko@shmu.sk, or current LACE Program Manager at e-mail tudor@cirus.dhz.hr.

RC LACE Project Manager

The duties of the Project Manager include execution of the RC LACE Programme, and the preparation of Scientific Plan, resource planning and coordination of work plans, actions and coordination of multi-area projects, contributes to the Programme strategy, prepares and surveys the budget and administration. The detailed terms of reference for this position are listed below.

The position is full-time position. The salary supplement or prime is 10400€ annually on top of the existing salary provided by the host institute. The successful candidate is expected to have experience in the field of operational NWP, and be able to perform and lead independent research.

Terms of References of Programme Manager

Programme 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 Programme.
- PM is responsible for the preparation of Scientific Plan in harmonisation with the Management Group based on advices from the 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 for resource planning and coordination 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 or Project Leader.
- PM is responsible for elaboration of solutions for existing problems.
- PM contributes to the preparation of longer term scientific and/or technical strategies of the RC LACE Programme.
- PM organises, together with the President and the local host, the sessions of the Council and will provide reports to the Council about the RC LACE Programme execution.
- PM prepares the Annual Budget and will survey contributions and expenses.
- PM seeks for additional funding with special emphasis on EU funds.
- PM is responsible for running administration of the RC LACE Programme.
- PM is the contact point in the relations between RC LACE and the NWP partners and participates at ALADIN-LACE-HIRLAM meetings.
- PM is coordinating common scientific actions with the ALADIN-LACE-HIRLAM programme.
- PM is responsible for representing the RC LACE Programme at NWP meetings or will deputise this responsibility among other MG members.
- PM can also execute duties in the common ALADIN-LACE-HIRLAM Consortium for which there is an overlap in duties.