



Vacancy advertisement - Head of IT

The Consortium of European Social Science Data Archives (CESSDA) is a pan - European distributed research infrastructure (ERIC) that provides large-scale, integrated and sustainable data services to the social sciences.

CESSDA ERIC enables the research community to conduct high-quality research in the social sciences and contribute to solutions to major societal challenges and teaching and learning.

CESSDA is composed of 21 member countries and one observer country. CESSDA is a landmark on the European Strategy Forum on Research Infrastructures (ESFRI) Roadmap, part of the SSHOC (Social Sciences and Humanities Open Cluster) and contributes to the build-up of the European Open Science Cloud (EOSC). The Main Office supports its Service Providers and international partners and initiates, coordinates and aligns strategic activities.

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| Job title | Head of Information & Technology (IT) |
| Contract | Two years with the possibility of a permanent contract |
| Hours | Full-time (37,5 hours per week) |
| Responsible to | Director of CESSDA ERIC |
| Job location | CESSDA ERIC Bergen, Norway |
| Working language | English |
| Deadline for application | 18.06.2023 |
| Information | https://www.cessda.eu/ |

Role

The Head of IT has a central role in and is part of the Management Team of CESSDA ERIC. He/she is responsible for IT processes and solutions, service management, and technical procurements within CESSDA ERIC. The Head of IT oversees and coordinates service maintenance and service portfolio within and between CESSDA Main Office and CESSDA Service Providers. In coordination with the Main Office and the Service Providers, he/she will establish and implement a technological vision and roadmap for CESSDA. He/she supervises a small team and collaborates with all 22 Service Providers on technical matters in an international context.

This is an excellent opportunity to make one's mark and shape the operational and technological agenda of international research infrastructure at the interface of scientists, service providers and member states' representatives.

Responsibilities

Evaluate CESSDA's services portfolio, service maintenance processes

- Explore and evaluate new avenues to integrate new tools and services and data privacy and security issues supporting CESSDA's Service Providers.



- Contribute to the definition of roadmaps for tools and services and service integration and policies between and within the CESSDA Service Providers.

Contribute to the acquisition of EU and other external funding sources for technical programmes:

- Participate and advise on service provision and IT processes in CESSDA projects.
- Contribute to the writing of EU proposals and supervise key deliverables.

Advise the Director on key technological matters:

- Contribute to CESSDA's strategy, planning and governance meetings and policies.
- Participate in technical committees and boards on behalf of the Director and the Service Providers.
- Produce reports and documentation for different audiences, including senior management and external stakeholders.
- Other duties required by the Director.

People Management:

- Line-manage a small team.
- Ensure effective information flow among colleagues from the Service Providers with diverse expertise and staff from different disciplines and cultural backgrounds.

Represent CESSDA at European meetings and conferences:

- Set up and maintain networks of peers within international research and e-infrastructures for sharing best practices and generating collaboration opportunities.

Qualifications and Experiences

- Academic degree Master in Computer Sciences, information technology or technology management and/or a business administration or equivalent academic qualification.
- Relevant professional qualifications of a minimum of 3 years of experience in an IT management role with high-level experience in software/IT service portfolio management and orchestration:
 - Experience in managing technical projects, time- and resource planning and management, and managing people.
- Experience in coordination of and communication across partners from different institutions and/or organisations and/or countries.
- Able and willing to travel when required.

Desired skills

- Critical and analytical skills
- Proactive and result-oriented
- Team player
- Adaptability

**Experiences in one or several aspects will be considered an asset:**

- Experience in IT Service Management (e.g., FitSM, ITIL).
- Knowledge of e-infrastructures and/or virtual/distributed research/data infrastructures and/or a good understanding of the EU landscape in the context of research infrastructures.
- Experience with data access and dissemination and data archiving/curation.
- XML and (Social Sciences) Metadata expertise.
- Industry certifications or similar.

What we offer

- Opportunity to make one's mark and shape the operational and technological agenda of an international research supporting infrastructure.
- Salary in line with similar roles in the public sector; final salary dependent upon the experience of the successful candidate.
- Health insurance.
- Private pension scheme.
- The central location of the Office regarding the Bergen city centre and airport.

Diversity & Inclusion

At CESSDA ERIC, we are committed to cultivating and preserving a culture of inclusion and connectedness. We value diversity - in backgrounds and experiences. This is reflected in our largely diverse and inclusive community of partners and employees. In recruiting for our team, we welcome the unique contributions that you can bring in terms of education, culture, ethnicity, gender identity and expression, nation of origin, age, colour, religion, disability, sexual orientation and beliefs.

Application Process

- To apply, please send a letter of motivation with the name of two referees or reference letters and a CV in **a single PDF** to cessda@cessda.eu. Referees of short-listed candidates may be contacted.
- The closing date for applications is 18.06.2023.
- Short-listed candidates will be first interviewed virtually at the end of June and the first weeks of July 2023.

For general information, please contact:

- Nina Bakanova, Executive Assistant, nina.bakanova@cessda.eu, phone: +47 401 00 964.

For information on the post and requirements, please contact:

- Bonnie Wolff-Boenisch, Director of CESSDA ERIC, bonnie.wolff-boenisch@cessda.eu