

The **Swiss Academy of Sciences** (SCNAT) reinforces the awareness of sciences as a central foundation for our cultural and economical development. Its wide establishment in the scientific environment enables the SCNAT to be an important and representative partner of the international scientific policy. The SCNAT networks sciences, makes its expertise available, promotes the dialogue between science and society and identifies and assesses the scientific progress to build and reinforce the working base of the next generation of scientists.

With immediate effect or by appointment, we are looking for a

Science Officer (f/m) 50 - 60 %

for the Science Division.

Your tasks

As a basis for a Swiss roadmap for cost-intensive research infrastructures, SCNAT is currently developing nationwide roadmaps for various scientific disciplines on the basis of a mandate from the State Secretariat for Education, Research and Innovation. The research communities are jointly responsible for these roadmaps. You shall support researchers from various disciplines in this work. The tasks include:

- Support of several committees of researchers in the preparation of roadmaps (organisation; searching and writing of documents; keeping minutes).
- Coordination of planning, content and form of the products (texts) of the various committees.
- Writing or editing of texts (roadmaps or parts thereof) in English, independently or according to the responsible persons.
- Assignment and review of text layout.
- Support in the establishment of structures (e.g. round table discussions) that serve in the longer term to assess the needs of specific research infrastructures for the Swiss sciences.

Your profile

You are proactive, you have strong interpersonal skills and you are interested in establishing cooperative networks. Independent, well-structured and conceptual work is one of your strengths and you have organisational talent. You do not have difficulty in grasping facts of disciplines that do not correspond to your initial education and training. In addition to these skills, you have the following prerequisites:

- Doctorate or comparable scientific education and training in either chemistry, biochemistry, biomedicine or molecular biology is required.
- Several years of professional experience in scientific research are expected, for example through working in national or international research projects or research networks at the operational level.
- Knowledge of large research infrastructures and/or knowledge of the requirements for processing large amounts of data (measurements, imaging methods, etc.) are an advantage.
- Excellent knowledge of the English language (oral and written), good knowledge of the German and/or French language (oral and written).

We offer

- A diversity of tasks that can be handled autonomously with creative freedom in a small, committed team.
- A job in an interesting environment in the immediate vicinity of the Bern railway station.
- Flexible working hours and progressive social benefits.

For the time being, the position is limited until the end of 2021, but continuation beyond this date is not ruled out.

Please send your complete application documents in English by January 8, 2020 to personaldienst@scnat.ch (only by e-mail with the subject "Application for Science Division", if possible in a single document).

The interviews will take place on 15 and 16 January 2020, with a second interview on 22 January 2020.

For further information, please contact Dr. Marc Türlér, Head of Platform Mathematics, Astronomy and Physics, tel. +41 31 306 93 65 from 16 to 20 December 2019 and from 6 to 8 January 2020.

www.scnat.ch