



INFORMATION ON THE POSITION AND APPLICATION PROCESS

BACKGROUND INFORMATION

The Trans European Policy Studies Association (TEPSA) is recruiting a researcher under the Marie Curie Initial Training Network on EU External Action EXACT. The EXACT project originally started in October 2010 with 12 Early Stage Researchers who got the opportunity to combine PhD training at two European universities with two periods of gaining work experience at two leading European think tanks (for more information on the EXACT project: <http://www.exact-training.net/>). Now a new opportunity has been created to recruit a Marie Curie Early Stage Researcher for the last 14 months of the project: from November 2012 till December 2013. The Early Stage Researcher will be hosted by TEPSA in Brussels (for more information about TEPSA: <http://www.tepsa.eu/aboutus/>).

JOB DESCRIPTION

Being aware of the relevance and the demand for experts on EU External Action, EXACT targets participants of any nationality and age from different relevant disciplines dealing with EU foreign policy, such as political science, law, and economics.

The researcher will combine her/his individual research project with gaining professional experience by contributing to the diverse activities of TEPSA: policy research; organising conferences; project management; tender writing; editing the bi-monthly TEPSA Newsletter; maintaining contact with the European institutions, TEPSA member institutes and other relevant actors.

WHO CAN APPLY?

EXACT is designed to train university graduates, who have obtained the degree which would formally entitle them to embark on a doctorate (Master's Degree or equivalent), in a relevant discipline, **no earlier than November 2008**. Applicants must have proficient knowledge of English and must not have obtained a Ph.D. already.

HOW TO APPLY?

Applications are to be written in English and submitted to TEPSA electronically and in hard copy. Both versions must be completely identical and should contain the information and documents listed here:

- ✓ EXACT Application Form;
- ✓ Europass Curriculum Vitae (CV);
- ✓ Letter of motivation (up to two pages), linking previous studies/work experience and career aspirations to the research project and job description;
- ✓ Draft outline of the envisaged Ph.D. thesis or individual research project in line with EXACT's field of research (up to 2000 words including statements about the research questions, the proposed hypotheses, the envisaged methodology, a provisional schedule for the research, and a brief overview of the existing literature in the field);
- ✓ Certificate (TOEFL or equivalent) of proficiency in English;
- ✓ Copy of Master's degree certificate granting access to doctorate studies and/or confirmation of enrolment;
- ✓ One or two confidential letters of recommendation (academic and/or professional).

The deadline for application material is October 1, 2012.

Email: recruitment@tepsa.eu
Hard copy: TEPSA
Rue d'Egmont 11
1000 Brussels
BELGIUM

The selection of the participants will be made by the EXACT consortium on the basis of an assessment – in line with the European Charter of Researchers – of formal eligibility on the one hand and academic quality of the application on the other. Shortlisted applicants will be notified no later than October 15, 2012.