



EUROPEAN INNOVATION COUNCIL AND SMEs
EXECUTIVE AGENCY (EISMEA)

Compliance, People and Budget
People, Workplace and Operational Coordination Support

**European Innovation Council and Small and medium-sized Enterprises
Executive Agency (EISMEA)**

CALL FOR EXPRESSION OF INTEREST

The European Innovation Council and SMEs Executive Agency (EISMEA) is launching a Call for Expression of Interest for the establishment of a Reserve List for the position of:

EIC PROGRAMME MANAGERS
(REF.: EISMEA/AD /2023/024)

Type of contract	Temporary Agent ¹
Function group and grade	AD9-AD11
Duration of contract	2 years (with the possibility of extension) ²
Estimated number of candidates to be placed on the Reserve List	15
Unit	01, EISMEA
Place of employment	Brussels, Belgium
Deadline for application	26/01/2024, 12:00 Brussels time

1. ABOUT THE EIC

The [European Innovation Council](#) (EIC) has been established under the [EU Horizon Europe programme](#). It supports **game changing innovations** throughout the lifecycle from early stage research, to proof of concept, technology transfer, and the financing and scale up of start-ups and SMEs. It has a budget of €10.1 billion (2021-2027).

The Horizon Europe legislation specifies that the EIC takes a pro-active approach to the management of high-risk projects through the recruitment of Programme Managers.

The strategy and implementation of the EIC is steered by the [EIC Board](#), composed of independent advisers appointed from the world of innovation (researchers, entrepreneurs, investors, corporates and others from the European deep-tech innovation ecosystem).

¹ According to Article 2(f) of the Conditions of Employment of Other Servants of the European Union (CEOS).

² According to Article 8 of the CEOS, Temporary Agents may be engaged under their first contract for a fixed period. The contract may be renewed not more than once for a fixed period. Any further renewal shall be for an indefinite period.

The European Innovation Council and SMEs Executive Agency (EISMEA) was established by the Commission Implementing Decision (EU) 2021/173 of 12 February 2021. It groups programmes with a clear focus on innovation and the single market. In particular, EISMEA supports the EIC Board and its President, and implements, on behalf of the European Commission, the EIC activities that are set out in the annual [EIC Work Programme](#) ⁽³⁾. The recent [EIC Tech Report](#) provides an overview of the breadth of science and technology domains the EIC is supporting.

The EIC is more than a funding programme. It takes a proactive approach to project and programme management in order to turn frontier technological visions into real business opportunities. The **EIC Programme Managers provide the high-profile leadership** to identify, develop, implement and promote such visions, and to nurture potential market creating innovation out of EIC-funded projects and activities.

2. JOB DESCRIPTION

Overall purpose

The **EIC Programme Managers** are recognised experts in emerging science-and-technology areas, with a visionary drive to turn new technological breakthroughs into relevant and responsible innovations for Europe and for the world.

They have a **leading role** in initiating and executing the EIC strategy to support new technologies and innovations in their area, creating value for the EIC awardees, European businesses and citizens. Directing funding towards technology fields that are crucial for Europe's leadership, are key objectives of the Commission⁴. Therefore, EIC Programme Managers will also contribute to strengthen Europe's technological sovereignty⁵, or reinforce the European manufacturing capacity of net-zero technologies⁶.

Their task is to identify, develop, implement and promote visionary objectives in the areas of their expertise, and to nurture potential market-creating innovation out of portfolios of EIC-funded projects and activities. EIC Programme Managers are appointed for a period of four years.

⁽³⁾ In compliance with the Commission Decision C(2021) 949 final of 12 February 2021, EISMEA should create strong synergies to support the recovery of the European economy, by grouping in one agency all the activities of the European Innovation Council (EIC) and the programmes related to small and medium-sized enterprises. The EIC, the EU Innovation Ecosystems programme (EIE) and Interregional Innovation Investments (I3) programme will ensure visibility for innovation, key to supporting the modernisation and sustainability of the EU economy. EISMEA reports to five parent Directorates-General of the European Commission: the Directorate-General for Research and Innovation (R&I) (lead parent-DG), the Directorate-General for Communications Networks, Content and Technology (CNECT), the Directorate-General for Internal Market, Industry, Entrepreneurship and SMEs (GROW), the Directorate-General for Justice and Consumers (JUST), the Directorate-General for Regional and Urban Policy (REGIO).

⁴ Commission proposal of 20 June 2023 to create a new Strategic Technologies for Europe Platform (STEP)

⁵ [Commission Recommendation of 03 October 2023 on critical technology areas for the EU's economic security for further risk assessment with Member States \(europa.eu\)](#)

⁶ See Commission Proposal of 16 March 2023 for a regulation on strengthening Europe's net-zero technology products manufacturing ecosystem (Net Zero Industry Act)

The role of EIC Programme Manager is a **career opportunity of high visibility** across the academic, investment and entrepreneurial world. The EIC is determined to establish this as a prestigious position and a stepping-stone for transitioning into important roles in start-ups, established companies, investment funds, academia, government agencies, etc. The unique remit of the EIC provides Programme Managers with a privileged insight into **cutting-edge developments** across a very wide range of **science-and-technology** domains, unmatched by any other organisation in Europe. The Programme Managers have the opportunity to lead initiatives in new and emerging ‘deep-tech’ in areas of strategic importance, involving the best teams of researchers and innovators from across Europe, and to achieve impact beyond what any single project can do.

The EIC Programme Managers report to the Head of the EIC Programme Managers’ Office. They are expected to work across the Agency and interact with the EIC Board and the relevant parent DGs of EISMEA (see footnote 3). Currently, 10 [Programme Managers](#) are already proactively managing portfolios of projects of the EIC. Some are reaching the end of their contract, and therefore we are looking for new Programme Managers.

Functions and duties

We propose up to three exciting positions as EIC Programme Managers with the following specific duties:

- **Identify potential challenges for emerging technologies and disruptive innovations that are of strategic importance for Europe**, through strategic intelligence (e.g. research and innovation trends, investment trends, analysis of existing portfolios, ...) and stakeholder/ expert engagement.
- **Pro-active (hands-on) management of selected portfolios and projects** in order to support projects in their journey to the market, by e.g. ensuring timely IP protection, or connecting them to other relevant researchers, potential users, businesses, innovators or investors. **Create awareness** among potential applicants (through different communication and dissemination tools such as conferences, publications, podcasts, YouTube videos, etc) to apply to the challenges identified in the EIC Work programme
- **Participate** as expert in **selection panels** for Pathfinder Challenges, participate as observer in selection panels for Transition and Accelerator proposals, to provide specific technological expertise
- **Identify opportunities, gaps and bottlenecks** in European innovation ecosystems, regulatory or legislative barriers to future innovation, or implications for European policies, and propose actions to address these,
- **Contribute to Feedback to Policy** exercises to inform the European Commission and other policy makers, with regular reports on the Programme Manager Portfolio(s) performance and strategy, analysis of emerging trends, and contributing to the EIC Tech report.

Furthermore, each EIC Programme Manager will be an ambassador for the EIC as catalyst of relevant and responsible innovations that can make a difference for current and future European citizens and for the planet.

Areas of expertise and challenges

This call looks for Programme Managers' candidates from the following three area of science and technology research and entrepreneurship, with the ambition to make a difference by pursuing, in the course of their assignment at EIC, an ambitious challenge in their area of expertise.

Areas

- **Health - Biotechnology and pharmaceuticals.**

In this domain the EIC has portfolios of projects related to Cell and gene therapy, Engineered Living Materials, Cardiogenomics, RNA based therapies and diagnostics for complex and rare diseases and Novel biomarker-based guided cancer treatment. It is expected that the candidate of this domain will follow up these portfolios and propose visionary topics for new initiatives in areas such as genetic modification, new genomic techniques, gene-drive and synthetic biology that will revolutionise health through better prevention, diagnosis, therapies and treatments.

- **Artificial Intelligence**

The EIC already has a portfolio in this area, including projects on self-awareness of AI systems. There is also an upcoming EIC initiative on generative AI and its synergies with High-Performance Computing and cloud-edge computing. In addition to following up these ongoing initiatives, the new PM will propose visionary topics for new portfolios in areas related to AI, such as general-purpose AI, autonomous systems, self-explanatory AI, data analytics, intelligent robotics and computer vision, language processing, digital twins, or any emerging AI topic with strong innovation potential in Europe.

- **Energy systems and green technologies, including mobility applications.**

In this domain the EIC has portfolios related to Mid to long term and systems integrated energy storage, Environmental Intelligence, clean and efficient cooling. It is expected that the candidate of this domain will follow up these portfolios and propose visionary topics for new portfolios related to net-zero technologies, including mobility, such as energy-water-nexus, replacement of critical materials in energy and mobility systems, novel circularity concepts, etc.

Challenges

The EIC Programme Managers have a mandate to propose ambitious challenges that will make a difference in their area of expertise, unlock future innovation and could lead to a decisive first-mover advantage for Europe. The EIC is particularly interested in deep-tech (science driven) challenges for which the underlying science is starting to mature to a point where new technological possibilities can be envisaged and that is fully in-line with the priorities of the European Commission regarding technological sovereignty. Such challenges will require novel interdisciplinary collaborations (including with social sciences and humanities, where relevant), ambitious targets, high-risk approaches and proactive steering of projects and project portfolios in order to unlock, in due time, radical innovation, create new markets or redefine sectorial or societal landscapes. Candidates should take ethical and sustainability considerations into account when formulating their deep-tech visions, including the principle of 'do no significant harm'. Military as well as nuclear energy technologies are excluded.

3. PROFESSIONAL QUALIFICATIONS AND OTHER REQUIREMENTS

A. Eligibility criteria⁷

Candidates will be considered eligible for selection on the basis of the following eligibility criteria to be fulfilled by the deadline for applications:

1. Have a level of education which corresponds to completed university studies of at least four years attested by a diploma in a field related to breakthrough technology and/or deep-tech innovation;

(Only study titles that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration) UK diplomas awarded in 2020 (until 31 December 2020) are accepted without an equivalence. UK diplomas awarded as from 1 January 2021 must be accompanied by an equivalence issued by a competent authority of an EU Member State).

2. Have thorough knowledge of one of the languages of the European Union and of a satisfactory knowledge of another EU language to the extent necessary for the performance of the duties;
3. Be a national of a Member State of the European Union;
4. Be entitled to his/her full rights as a citizen;
5. Have fulfilled any obligations imposed by the applicable laws concerning military service;
6. Meet the character requirements for the duties involved;
7. Be physically fit to perform the duties linked to the post ⁽⁸⁾ .

B. Selection criteria

Essential

- At the deadline for applications, candidates will, after having obtained the qualifications mentioned in point (1) above, have acquired:
 - at least 10 years' full time relevant professional experience ⁽⁹⁾.
- Proven experience recognised by peers in their domain, which should be one of the three areas of science and technology research and entrepreneurship named under the section "Areas", clearly explained in **the motivation letter or CV**.

⁷ Article 12 of the CEOS and Articles 13 of ed Steering Committee Decision of 23 March 2015 laying down general implementing provisions on the procedure governing the engagement and use of temporary staff under Article 2(f) of the CEOS. EISMEA being the legal successor of EASME, the general implementing provisions remain applicable until a new Decision may be taken by EISMEA Steering Committee.

⁽⁸⁾ Before the appointment, a successful candidate shall be medically examined by one of the institutions' medical officers in order that EISMEA may be satisfied that (s)he fulfils the requirement of Article 13 of the CEOS.

⁽⁹⁾ This minimum professional experience is required bearing in mind the level of responsibility that the jobholder will have to exercise. Professional experience is counted only from the time the candidate obtained the diploma and qualifications for being eligible (see section 4.1 above). Doctoral and post-docotoral studies count as professional experience.

- Very good oral and written command of English ⁽¹⁰⁾. Spoken and written skills equivalent to level C1 or higher ⁽¹¹⁾ for working purposes. **A clear and specific vision for an ambitious deep-tech challenge** ⁽¹²⁾ and its potential impact; demonstrating knowledge of the area ; including appreciation of the ‘bigger picture’ from a broad multidisciplinary perspective. This vision needs to be explained in the PDF presentation that is part of the application procedure.

Advantageous

- **Proven leading scientific and technical knowledge**, e.g. post-doctoral experience;
- **Proven experience in research and innovation management, technology transfer, entrepreneurship or investment**: e.g. in managing high-risk/high-gain science towards-technology projects or programmes; in substantial technology transfer; in investment at a Technology Transfer Office, Venture Capital or Corporate Venture Capital Fund, especially for high-risk ‘deep-tech’.
- Sound understanding of the European innovation ecosystem, explained in the PDF presentation that is part of the application procedure;

Behavioural competences

- **Ability to lead, inspire and influence**: experience in steering, empowering and supporting diverse teams (e.g. setting ambitious but achievable milestones, monitoring results and seeking impact); ;
- **Ability to connect**, catalyse ideas and partnerships with relevant stakeholders (e.g. visionary scientists, entrepreneurial researchers, research organisations, national initiatives, start-ups, high-tech SMEs, early stage investors and companies driven by technological research and innovation etc.);
- **Communication and outreach skills**: ability to communicate clearly, concisely and creatively to specialist as well as broad audiences, orally or in writing; engagement and outreach, notably in their areas of expertise.

⁽¹⁰⁾ The language options for this selection procedure have been defined in line with the interests of the service, which require newly recruited Temporary Agents to be immediately operational and capable of communicating effectively in their daily work. Accordingly, given that new recruits need to be able to assume their duties immediately without receiving additional language training, the new Temporary Agents must be able to communicate with the already operating staff in EISMEA and services in the Commission in at least one of the limited number of vehicular languages most commonly used within the services where they will be recruited, otherwise this selection procedure would lose its purpose and, ultimately potentially severely impair the efficient functioning of the institutions. It has long been standard practice to use mainly these languages for internal communication purposes in the EU institutions and these are also the languages most often used when communicating inside the institutions and with the outside world. Consequently, considering the nature of the duties performed by Temporary Agents, in light of the principle of proportionality, in balancing the interests and needs of the service and the abilities of candidates, and given the particular fields covered by this selection procedure, it is legitimate to make this choice of languages so as to ensure that all candidates are able to work in them, whatever their first official language. Indeed, since the execution of professional duties is linked to the specific linguistic context of the institutions, professional vocabulary is required in at least one of the most common vehicular languages. Assessing specific competencies in this way allows the institutions to evaluate candidates’ ability to be immediately operational in an environment that closely matches the reality they would face on the job.

⁽¹¹⁾ Please refer to the Common European Framework of Reference for Languages.

⁽¹²⁾ The EIC Challenges will offer funding to excellent interdisciplinary projects that address such challenges.

4. SELECTION PROCEDURE

A. Admission to the selection procedure

First, the submitted applications will be checked against the eligibility criteria (section 4.A). Only eligible applications will be assessed further.

B. Assessment of eligible applications

The Selection Committee will analyse the motivation letters and CVs of eligible applicants with reference to:

- The selection criteria ("Professional qualifications and other requirements" – section 4.B, under points "essential" and "advantageous").

Applications which do not meet one or more of the essential selection criteria (see section 4.B) will not be evaluated further.

Upon completion of the assessment, the candidates who obtained the highest scores will be invited to the next stage.

C. Interviews

This stage of the selection procedure will allow the applicants to prove their suitability for the post for which they are applying (as described in section 3 above) within the area chosen. The interview will assess and compare objectively and impartially the candidates' motivation, qualifications, competences and skills and professional experience in one of the fields of expertise sought. During the interview short-listed candidates will outline their vision for their area of expertise and pitch for a new and specific technology challenge that the EIC should fund. The interview will last approx. 45 minutes and it will be conducted in English. The interviews are approximately planned for weeks 1 March-15 March 2024. Please note that this indicative planning may change. Candidates are invited to indicate in their online application any special arrangements that may be required if invited to attend an interview.

D. Reserve list

Following the interviews, the Selection Committee will recommend to the Appointing Authority approximately 15 candidates with the highest aggregated marks to be placed on the reserve list. The reserve list will be valid until 31 December 2024. The validity of the reserve list may be extended by decision of the Director. Candidates should note that their inclusion on the reserve list does not imply any entitlement to employment in the Agency. A second interview may be organized before the offer of employment.

5. SELECTION COMMITTEE

A Selection Committee will be appointed for this selection procedure and will be composed of at least three members, including a member designated by the Staff Committee of the Agency.

The Selection Committee may include representatives from the European Commission and may be assisted by members of the EIC Board.

The names of the Selection Committee members will be communicated to candidates upon notification of the outcome of the assessment of eligible applications (see section, 5.2 - Assessment of eligible applications). Under no circumstances may candidates approach the Selection Committee, either directly or indirectly, concerning this recruitment. The Agency's Director reserves the right to disqualify any candidate who disregards these instructions.

6. APPLICATION PROCEDURE

To apply for this position, you shall send to EISMEA-EIC-PM@ec.europa.eu the following:

- Your CV (maximum 4 pages);
- A PDF presentation (maximum 8 slides) proposing a programme for a deep-tech / innovation challenge in the area of choice of the candidate, which should be one of the three Areas mentioned in Chapter 2, “Areas”. The presentation should address the following questions:
 - Your programme for a deep-tech challenge
 - What is the opportunity?
 - Why now?
 - Description of the related innovation ecosystem.
 - What are the challenges/ barriers holding back progress?
 - What are the potential impacts?
 - Why should you be the one leading the programme?

If you are invited to the interview, you will need to give this presentation, supported by your slides, in front of the Selection Committee.

After a correct submission of an application, candidates will receive an automated acknowledgement of receipt to the email account indicated in their application.

There is no obligation to submit applications in English. However, documents sent in English will greatly facilitate the work of the Selection Committee.

The Agency strongly advises not to wait until the last few days before the deadline for applying, since heavy internet traffic or connection difficulties could lead to problems. It is the sole responsibility of each applicant to send his/her application before the deadline. Any information or documentation provided after the deadline will not be taken into account.

The candidate will be disqualified if:

- (s)he does not send its application by the deadline;
- at any stage in the procedure it is established that information a candidate provided is incorrect or false;

- (s)he failed to inform the HR service of the Agency of a possible conflict of interest with a Selection Committee member;
- (s)he attempted to contact a member of the Selection Committee either directly or indirectly concerning this recruitment procedure;
- (s)he signed or wrote a distinctive mark on anonymously marked written or practical tests.

Candidates are invited to indicate in their online application any special arrangements that may be required if invited to attend an interview/written tests.

7. EQUAL OPPORTUNITIES

The Executive Agencies apply a policy of equal opportunities and accept applications without discrimination on the ground of sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation.

Furthermore, the Executive Agencies offer an inclusive working environment founded on cultural diversity and equal opportunities. The implementation of these principles are fostered through internal integration actions that value colleagues' diverse backgrounds and personal beliefs.

The selection processes reflect the above values. The Executive Agencies encourage applications from highly qualified candidates and aim to assign future colleagues with responsibilities based on their skills, competences, professional experience and behaviour in accordance to the principles of non-discrimination, equal treatment and absence of conflict of interests.

8. APPOINTMENT AND CONDITIONS OF EMPLOYMENT

Any offer of employment shall be made by Director on the basis of the reserve list. A contract offer will be made as a temporary staff member 2(f), AD9-AD11¹³ for a duration of 2 years, with the possibility of one renewal up to a maximum total period of 4 years.

The classification in step will be done in accordance with the Agency's general implementing provisions concerning the criteria applicable to classification in step on appointment or engagement¹⁴ and will depend on the assessment of the qualification and professional experience of the selected candidate. At the request of EISMEA, the selected candidates will have to evidence with supporting documents the information contained in their application.

For reasons related to the Agency's operational requirements, the candidate will be required to be available at short notice.

¹³ The final grading (AD9, or AD10 or AD11) depends on the years of full time professional experience (see part B Selection Criteria)

¹⁴ EASME Steering Committee Decision of 17 December 2013 adopting by analogy the Commission Decision C(2013)8970 of 16 December 2013 laying down general implementing provisions concerning the criteria applicable to classification in step on appointment or engagement. EISMEA being the legal successor of EASME, general implementing provisions remain applicable until a new Decision may be taken by EISMEA Steering Committee.

For further information on working conditions of temporary staff, see the Agency's website ([Working for EISMEA](#)) or the website of the European Personnel Selection Office ([EPSO](#)).

The place of employment will be Brussels (Belgium), where the Agency has its premises.

9. REQUEST FOR REVIEW

If the candidate believes a mistake has been made at any stage of the selection, (s)he may request a review of the Agency's decision. This must be made within 10 calendar days of the date of the e-mail notifying the candidate of the outcome of the selection procedure. The request must quote the reference number of the selection procedure concerned and the candidate must substantiate the reasons for requesting a review. It must be for the attention of the Chairperson of the Selection Committee and sent to the following address: EISMEA-HR-Recruitment@ec.europa.eu. The Selection Committee will review the request and notify the candidate of its decision within 15 calendar days of receipt of the request.

10. APPEAL PROCEDURE

Pursuant to Article 90(2) of the Staff Regulations of Officials of the European Communities ("Staff Regulations"), any candidate may submit to the Agency a complaint against an act adversely affecting him/her. Any such complaint should be sent for the attention of the Director of EISMEA to the following address: EISMEA-HR-APPEALS@ec.europa.eu. The complaint should quote the reference number of the selection procedure concerned and it must be lodged within 3 months from the date on which the candidate is notified of the act adversely affecting him/her.

Should the complaint be rejected, the candidate may request judicial review of the act adversely affecting him/her pursuant to Article 270 of the Treaty on the Functioning of the European Union and Article 91 of the Staff Regulations. For details on how to submit a judicial appeal and how to determine the deadlines, please consult the website of the General Court at <http://curia.europa.eu/jcms/>.

The candidate can make a complaint to the European Ombudsman. Before submitting such complaint, the candidate must first make the appropriate administrative approaches to the institutions and bodies concerned (see above). Making a complaint to the Ombudsman does not extend the deadlines for lodging administrative complaints or judicial appeal.

Please consult the website of the European Ombudsman (<http://www.ombudsman.europa.eu/>) for further information on the arrangements for complaints to the Ombudsman.

11. DATA PROTECTION

The purpose of processing the data submitted by candidates is to evaluate applications in view of possible recruitment at the Agency. The personal information requested by the Agency from candidates will be processed in accordance with Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC. In this regard, please see the [Data Protection Notice](#).