



Directorate-General for Personnel
Directorate for Human Resources Development
Competitions and Selection Procedures Unit
The Head of Unit

The Network of European Museum Organisations
c/o German Museums Association
In der Halde 1, 14195 Berlin, Germany

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Project to establish a House of European History: selection procedure for future staff

The European Parliament is planning to establish a House of European History in Brussels. This will be a modern exhibition, documentation and information centre to cultivate the memory of European history and European unification, offering attractive permanent and temporary exhibitions.

The focus of the planned permanent exhibition is to be on European history since the First World War and especially on the period after 1945, complemented by references back to the continent's roots, Europe's history in the Middle Ages and modern European history.

The House of European History will be open to the general public. The opening is scheduled for 2014.

Therefore, one project leader will be recruited following a selection procedure. All candidates should have several years' practical experience in designing and carrying out museum or exhibition projects and have good language skills. All the details concerning the qualifications and the selection procedure are annexed hereby.

The deadline for candidates' applications is **12 noon, Brussels time, 9 July 2010**.

In order to reach many potential candidates, we would like to ask for your kind assistance in circulating the job advertisement, in attachment, and inform museums of your network of this position.

Please contact the European Parliament's Directorate-General for Personnel for any further information (Competitions and Selection procedures unit, tel. +352 4300 23804, fax. +352 4300 27740, email HEHpleader@europarl.europa.eu).

Glória Peres

Annex

**Project to establish a House of European History
Academic Project Leader (Temporary agent, Grade AD 12)**

Short description of the project

The European Parliament is planning to establish a House of European History in the Eastman Building, in Leopold Park near the European Institutions in Brussels. The plan is for a modern exhibition, documentation and information centre to cultivate the memory of European history and European unification, and to contribute to a better understanding of the development of Europe by using attractive permanent and temporary exhibitions. The focus of the planned permanent exhibition is to be on European history since the First World War and especially on the period after 1945, complemented by references back to the continent's roots, Europe's history in the Middle Ages and modern European history. The permanent exhibition is not intended to portray national histories of European countries, but will instead focus on European phenomena. The opening is scheduled for 2014.

Duties:

Under the guidelines and decisions of the Secretary-general and the Board of Trustees of the House of European History:

- Coordinating and managing the project for the foundation of the House of European History;
- Drawing up, devising and organising the House of European History's programme of activities;
- Designing, devising and organising exhibitions to display the collections and make them more widely known;
- Managing, supervising, motivating and coordinating one or more teams - optimising the use of the department's resources to provide a high quality service (organisation, management of human and budgetary resources, innovation etc.) in its areas of responsibility;
- Advising the Secretariat and MEPs in the area of activity concerned;
- Cooperating with the various directorates in the Secretariat, representing Parliament and negotiating contracts or agreements in the area of activity;
- Managing and seeing through specific projects likely to involve financial responsibilities;
- Carrying out the tasks of authorising officer by sub delegation.

Qualifications:

Completed university studies, preferably at PhD level, proven academic qualifications in the appropriate area of expertise, experience in designing and carrying out museum or exhibition projects, language skills and good team player skills.

Knowledge and experience:

- Excellent knowledge of European history, particularly 20th century history
- Excellent knowledge of museum work, particularly in the planning and management of museums and/or exhibitions;
- Excellent economic and administrative experience of managing a cultural institute or comparable managerial experience;
- Very good general knowledge of European affairs;

- Excellent understanding of the various cultural backgrounds in the institutions;
- Knowledge of the Secretariat's structure, organisation, environment and the various people involved;
- Knowledge of the Financial Regulation, the implementing rules and Parliament's internal rules and other subordinate texts;
- Very good administrative skills (e.g. in areas of human resources, management, budgeting, finance, IT, legal affairs etc.);
- Excellent knowledge of management techniques.

Candidates must also have a thorough knowledge of one of the European Union official languages and a very good knowledge of another one of those languages. For functional reasons a very good knowledge of English is required. Knowledge of other EU official languages will be an advantage.

Aptitudes:

- A flair for strategy
- Management skills
- Flair for innovation
- Ability to work under pressure
- Communication skills
- Interpersonal skills

Environment:

Location: Brussels.

The duties involved involve travel between and outside the places of work, flexibility, frequent contact with people inside and outside Parliament and contact with MEPs.

Selection procedure:

Applicants must be nationals of the EU and send their applications in English, together with a personal statement and a curriculum vitae (a Europass CV), must be sent by email HEHpleader@europarl.europa.eu no later than **12 noon**, Brussels time, on **9 July 2010**.

Candidates with the most suitable profile will be invited to send a full application file with supporting documents which will then be submitted to the Joint Committee. Consequently, a list of suitable candidates will be established.

The European Parliament is offering a three-year term contract, but longer-term employment arrangements may be possible. Employment is subject to the conditions applicable to temporary staff of the European Communities (article 2b) of the Conditions of employment of other servants of the European Communities.