



OPEN POSITION

- Freelance Project Coordinator
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EHMSG IS HIRING!

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The European Helicobacter and Microbiota Study Group (EHMSG) is a multidisciplinary group founded by a collaboration of pioneers in the field of Helicobacter pylori research in October 1987 and is currently registered in Austria as a non-profit organization.

Currently, we are participants in the EU-funded HARMONIZE (Harmonize Faecal Microbiota Transfer) project (a consortium of 5 partners from 5 European countries that will work on improving the quality, safety and accessibility of FMT treatments and identification of legal gap in terms of regulation for some therapies in all EU member states) and have an opening for a freelance project coordinator until the end of June 2026.

You bring experience in the field of (EU-funded) project coordination and see yourself as an expert in communication with high management skills.

Your tasks

- Assume the overall responsibility for the coordination of the Harmonize project, as well as all related tasks;
- Develop, update, and monitor the overall Harmonize project budget, including coordination of sub-budgets for all project partners, including EHMSG.
- Coordinate and organize activities within the Harmonize project;
- Liaise with partners and institutions involved in the project;
- Monitor the timely implementation of all planned activities and indicators;
- Prepare and submit project and financial reports;
- Organize and participate in project-related events, such as General Assemblies.

Your profile

- You come from the field of Biomedical Sciences or a related discipline;
- Know-how in the field of public administration and financing execution rules are a plus;
- Project management and coordination skills;
- Excellent English skills (speaking and writing proficiency);
- High cost-awareness & communication skills;
- Commitment, flexibility, and ability to work under pressure.

Our offer

An interesting and varied freelance job in an exciting project.

A self-responsible position in a peer-driven project environment.

Estimated weekly workload of 5 hours.

The offer is exclusively aimed at freelancers.

The position is funded by the EU4Health programme.

Should you be interested in applying, do send a motivation letter, CV, and credentials to office@ehmsg.org until November 30, 2024.