

EARMA Framework Program Working Group (ERA - WG): Call for Volunteers

Contribute – Influence - Change

Introduction and Background

The EARMA Board has decided to set up a new Working Group dedicated to the development of the European Research Area. The WG will deal with issues as the Framework Programs, simplification, Joint Programming and other issues coming up in the ERA. We are looking for EARMA members to join the WG to contribute and invite you to apply.

Remit of FP_WG

The mission of ERA-WG will be to act as a source of active engagement for members on matters relating to the ERA.

The Key Tasks of ERA-WG are to:

- Actively monitor and promote discussion on policy developments with regard to FP and simplification and communicate these to members
- Organize activities for members, particularly training activities such as workshops and seminars, specifically prepare to EARMA - ERA-Seminar to be held in February 2011
- Where relevant, produce articles for LINK, EARMA-website or other relating to the ERA
- Preparing workshops and sessions for the Annual Conference
- Produce an annual report

Key areas for engagement of ERA-WG include (by no means exhaustive):

- Program implementation, simplification and related issues
- Proposal writing and assessment
- Project management,
- Contracts, consortium agreements and IPR
- European research policy, FP8, JPI, JTI etc.

Terms of Reference

You should be prepared to devote time to contribute to the working group.

The majority of communication within the Working Group will take place via e-mail, or through teleconferences. This will be coordinated by the Secretary. Selected members shall be appointed initially for 2 years.

What in it to me?

Members of the Working Group will be acting on a voluntary basis. However, any and all documentation issued by ERA-WG on behalf of EARMA will acknowledge the members of the Group and their home institutions.

In return for your commitment, there will be a number of opportunities to:

- Broaden your expertise in Framework and European issues
- Increase the profile of you and your home institution within Europe
- Develop professionally and gain personal satisfaction
- Increased opportunities for networking with colleagues in other countries
- No fees or reimbursements will be paid

Selection Criteria

It is important to note that we would like to attract research managers and administrators with recent practical experience and knowledge of the key issues. Members of the Working Group must have documented relevant expertise and experience in:

1. Proposal preparation
2. Costing of projects and financial reporting
3. Contract negotiations with the Commission and other project partners
4. Preparation of Consortium Agreements and IPR issues
5. Project management and governance
7. Internal and Commission audits
8. Delivering training, particularly for external audiences, on any aspect Framework programs.

The EARMA Board will as far as possible select members on the basis of the above criteria and, where possible, attempt to ensure a broad representation from different European countries and good gender balance.

How to Volunteer for the Working Group

To be considered for FP_WG, members must provide:

- 1) a brief summary, maximum one page, detailing how you meet the above criteria and summarizing your motivation for volunteering
- 2) a one page CV, outlining the most relevant knowledge and experience

Please e-mail your application (maximum of 2 A4 pages) to webmaster@earma.org before **28.9.2010**.