

VACANCY NOTICE

EUMETSAT Copernicus Programme Manager

EUMETSAT is Europe's meteorological satellite agency. Its role is to establish and operate meteorological satellites to monitor the weather and climate from space - 24 hours a day, 365 days a year. This information is supplied to the National Meteorological Services of the organisation's Member and Cooperating States in Europe, as well as other users worldwide.

EUMETSAT also operates several Copernicus missions on behalf of the European Union and provide data services to the Copernicus marine and atmospheric services and their users.

As an intergovernmental European Organisation, EUMETSAT has 30 Member States (Austria, Belgium, Bulgaria, Croatia, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, The Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey and the United Kingdom).

EUMETSAT is now inviting well qualified candidates from its Member States to apply for the following post:

POST: EUMETSAT Copernicus Programme Manager

LOCATION: Darmstadt, Germany

**DURATION
OF INITIAL
CONTRACT:**

The initial contract will be of 4 years' duration, with subsequent 5 year contracts being awarded thereafter, subject to individual performance and organisation requirements. There is no limit to the amount of follow-up contracts a staff member can receive up to the EUMETSAT retirement age of 63 and there are certainly opportunities to establish a long career perspective at EUMETSAT.

BACKGROUND: Under a Copernicus Agreement signed with the European Commission in 2014 and a corresponding Third Party Programme approved by the EUMETSAT Council, EUMETSAT exploits the Copernicus Sentinel-3 and Jason-3 marine missions on behalf of the EU and building on its multi-mission infrastructure, delivers operational data, products and support services to users, including Data and Information Access Services in partnership with ECMWF and Mercator-Ocean. In 2021-2027, under a new Agreement with the Commission, EUMETSAT expects to continue in this role and in addition, to deliver the Sentinel-6 marine mission, as well as the Sentinel-4 and Sentinel-5 atmospheric composition monitoring missions currently under development as part of its

Meteosat Third Generation and EPS-Second Generation systems. EUMETSAT may also contribute with ESA to the deployment of a new Sentinel CO₂ monitoring mission fulfilling user requirements established by the Commission.

Leading a dedicated Copernicus Programme Office, the Copernicus Programme Manager maintains and implements the EUMETSAT management framework for Copernicus tasks entrusted to EUMETSAT, leads day-to-day programme management interactions with the Commission, ESA and other partners and prepares higher level interactions. The Programme Manager actively participates in performance and risk reviews and with the support of entities directly responsible for entrusted tasks, prepares annual and multi-annual plans and reports for all deployments, operations and services.

DUTIES:

The main duties will be as follows:

- Lead the EUMETSAT Copernicus Programme Office and secure adequate support for project control, finance and contracts through arrangements with relevant departments;
- Maintain the management framework for Copernicus entrusted tasks and its documentation, including:
 - Programme and service management plans;
 - Service level agreements;
 - Sentinel-3 Joint Operations Management Plan with ESA;
 - Technical Operating Agreements for Copernicus data exchange with third parties;
 - Coordination mechanisms with entities responsible for deployments, system upgrades, operations, services and other entrusted tasks;
 - Requirements for internal reporting.
- Make sure that entrusted tasks are planned, executed and reported in accordance with the Copernicus Agreement(s) with the Commission and support internal and external audits;
- Process change requests from the Commission, supervise or lead the preparation and negotiations of change proposals or joint change proposals with ESA;
- Follow up the planning and execution of entrusted tasks with the support of the Sentinel-3 mission manager and other task managers and participate in the analysis of performance indicators and risks;
- With the support of the Sentinel-3 mission manager and other task managers, prepare EUMETSAT's inputs to Copernicus annual work plans, related procurement plans and budget inputs, implementation reports to the Commission and reports to the EUMETSAT Council;
- Lead day-to-day programme management interactions with the Commission, ESA and other partners and prepare monthly management interactions at the level of the Director of Operations, and higher level

interactions as necessary;

- Prepare and lead EUMETSAT's participation in regular meetings of the Copernicus Programme Committee and other governance bodies;
- Organise Copernicus programme management and budget briefings to the EUMETSAT Management Board and support Senior Management on all Copernicus matters, including negotiation of the next Copernicus Agreement with the Commission.

QUALIFICATIONS:

- University degree in Engineering or another relevant discipline

SKILLS AND EXPERIENCE:

- Good engineering knowledge of end-to-end Earth observation satellite systems including ground segment, operations and products and data access services;
- Successful managerial involvement in complex European projects or programmes, preferably involving the European Commission;
- Proven ability to rapidly understand and synthesise complex issues, appreciate their possible technical and political implications and propose focused response;
- Excellent organisational skills, including proven ability to structure reporting from multiple sources on complex matters
- Excellent verbal and written communication skills, including ability to deliver focused, concise management reports or presentations to senior executives;
- Autonomy, solid judgement and political sense;
- Excellent interpersonal skills and ability to work effectively in a multi-disciplinary environment, involving engineers, scientists and administrative staff.

The official languages of EUMETSAT are English and French. Candidates must be able to work effectively in English and have some knowledge of French.

CLOSING DATE: 04 November 2018

Interviews are tentatively scheduled for week 50/2018.

Applications in English or French should be sent via our online form (attaching curriculum vitae and covering letter quoting Reference VN(18)70) at

www.eumetsat.int

This post is graded A4/A5 on the EUMETSAT salary scales. The minimum basic salary for this post is EURO 8,047 per month (net of internal tax) which may be negotiable on the basis of skills and experience. The salary scale provides for increments on the anniversary of taking up employment, and scales are reviewed by the EUMETSAT Council with effect from 1 January each year. In addition to basic salary, EUMETSAT offers attractive benefits. Further information, including salary details, is available on the EUMETSAT web site.

EUMETSAT is committed to providing an equal opportunities work environment for men and women.

Please note that only nationals of EUMETSAT Member States may apply. The EUMETSAT Convention requires that Staff shall be recruited on the basis of their qualifications, account being taken of the international character of EUMETSAT.