This is a call for applications for a position as a research logistician in political science at the Cevipol. The successful candidate will work in support of different projects and fulfill various tasks: *data scraping* on the internet and social networks; management of international surveys; general support for projects and fund-raising. Prospective candidates are hereby invited to submit their application as described below. The deadline for submitting applications is the 15th of January, 2020. Successful candidates are expected to start working in Brussels on the 1rst of March, 2020 or as soon as possible hereafter.

MISSIONS

- **1) data scraping on the internet and social networks**
  The person will have the required skills to elaborate and use tools for *data scraping* dealing with sources such as press or scientific articles, legal texts, judiciary decisions, biographic elements of political actors, etc.

- **2) Management of international surveys**
  The person will be in charge of the process from the conception of the questionnaire to its implementation and analysis. S/he will contribute to the management of the samples, the recruitment and training of investigators, the control of fieldwork, etc.

- **3) General support for projects and fund-raising**
  The logistician will assist teams of the Cevipol in the management of ongoing projects. It may include for example the organization of experimental research (scheduling of experience, election of participants). It also involves support for the preparation of applications for funding regarding their financial and legal aspects. The ethical dimension of research and data
protection and storage will be key missions requesting *ad hoc* skills. The person will make sure that the data management is organized in compliance with the obligations set by funding agencies.

**WORKING ENVIRONMENT AND CONDITIONS**

The position is at the Centre d'étude de la vie politique (Cevipol), the main political science research unit of the ULB. Research of the Cevipol focuses on politics, institutions, rules, and resources in representative democracies, as well as collective action, mobilisation and legitimation processes. Both quantitative and qualitative methods are applied to contemporary issues rooted in longitudinal perspectives.

The successful candidate will have an office and relevant administrative support at the ULB. Living in Brussels for the period of the mission is required.

**Profile of the logistician:**

- Ph.D. in political science or a directly related field (international relations, sociology…)
- Proved expertise in similar missions
- Strong record in qualitative/quantitative methods and empirical fieldwork (interviews, observation, documentary analysis…).
- Experience with working in an international environment
- Very good command of English and preferably French
- Ability to work in a team, to meet deadlines and to combine autonomy with respect of guidelines

**Legal conditions and status of the post-doctoral position**

The position is full-time and requires living in Brussels.

The hiring will be for two years, with a possibility of renewal according to funding.

The salary will be defined by human resources according to the CV and experience of the candidate. A rough estimation is around 2200 euros as a net salary. Pre-selected persons may ask for a simulation. The working contract will be managed by the university according to Belgian standards and will come with usual social rights.

**How to apply**
The candidate will be selected on the basis of the quality of the CV, research achievements, motivation and congruence with the project.

The following application documents are to be consolidated into one single PDF file sent by email to: Ana Noppen (Ana.Noppen@ulb.ac.be)

➢ a one-page motivation letter explaining the candidate’s general interest for the position
➢ a curriculum vitae listing all academic qualifications and relevant professional experience and previous publications
➢ name, affiliation, e-mail and phone number of three referees who can be contacted if necessary
➢ a copy of the passport/ID, PhD and/or master diploma

Applications are open until the 15th of January 2019. A phone or face-to-face interview will be organized in late January-early February.

The hiring will be effective on the 1rst of March or as soon as possible hereafter.