

Vacancy PRIMA Legal Officer

The Partnership on Research and Innovation in the Mediterranean Area (PRIMA) has been established on the basis of Art. 185 TFUE in collaboration with the Participating States and the European Commission. PRIMA aims to support common innovative solutions and promote their adoption for improving the efficiency and sustainability of food production systems and water provision. The PRIMA Programme will be implemented through an ad-hoc structure, a Foundation under Spanish Law. Such structure will face an ex-ante assessment from July to October, made by an external audit company. The current vacancy is for the Legal Officer position:

Main Duties and Responsibilities

- Reviewing and drafting grant agreements, service provider contracts and amendments to contracts and grant agreements, and to ensure that they are in compliance with European Union Horizon 2020 Guidelines, the Spanish law and PRIMA financial guidelines
- Acting as the focal point for all litigation matters and liaising with and managing relationships with external lawyers including dealing with litigation where necessary
- Working with staff and management to respond to correspondence regarding PRIMA contract terms and conditions
- Reviewing all contracts or any other documentation, and assessing legal implications that need to be brought to the attention of management and staff
- Providing advice to PRIMA Board of Trustees, management and staff on all legal matters related to the EU legal framework, foundation law, intellectual property rights, grant and procurement law, human resources
- Liaising with all departments to ensure that where legal risks have been identified, appropriate courses of action are taken to eliminate or mitigate these risks. This will include assessing beneficiaries' due diligence and advising management on the appropriate courses of action to take in all legal related cases
- Ensuring relevant legal requirements are disseminated to the appropriate staff and parties
- Inform the European Commission, as appropriate, about the legal aspects of the annual work plans
- Providing legal support in the implementation of PRIMA programmes under the relevant funding frameworks
- Ensuring Staff Regulations are in compliance with Spanish labour laws
- Any other tasks, duties or specific assignments that may arise as indicated by the Director
- Secretary of the Board of Trustees, if it so approves.

Person specification

Specific qualifications for the Legal Officer include:

- University degree in law.
- 5-year professional experience, preferably in R&I-related entities.
- Knowledge of EU law, including intellectual property rights, public procurement, financial and R&I-related regulations.
- Excellent written and spoken English.
- Ability to understand Spanish law, especially as regards foundation, labour, procurement and grant regulations.
- Proficiency in other official languages of the PRIMA participating countries will be an advantage.
- Strong interpersonal skills. Good team player.
- IT literacy.

The Legal Officer serves, as seconded personnel, for a renewable six months term. Reporting to the Director, the Officer will be part of the team which will face the ex-ante assessment.

Conditions

Candidates shall be seconded by their sending institutions. PRIMA might offer a competitive salary-adjustment package. Only candidates coming from Participating States institutions can apply. The selected candidate shall take its post by 1 August 2017. Taking the post in advance is strongly encouraged.

The employee will be based at the PRIMA Secretariat in Barcelona, Spain. Applicants will have to get a valid working permit in Spain.

The PRIMA Foundation is characterized by a multicultural work environment, with English as the main working language.

The Applicants shall clearly state that they are applying for the “Legal Officer” position. The Application for the “Legal Officer” position does not prevent the application for other vacancies posted by the PRIMA Consortium, for which the candidates shows to have the required skills.

Applications

Applications shall be submitted by the GA members to prima@unisi.it by midnight (Brussels time) of **30 June 2017**. Applications shall include the candidate’s CV, a motivation letter, and a copy of his/her identity card or passport. Please note that only selected candidates will be contacted. In case an interview is needed, individual candidates will receive a notice asking them to attend the interview at least a week before it takes place.

Applications shall clearly state that they are applying to the “Legal Officer” position. Applying for the “Legal Officer” position does not prevent the application for other vacancies posted by the PRIMA Consortium, for which the candidate shows to have the required skills.

Candidates from all Participating Countries, and especially female candidates, are strongly welcome.