CALL FOR EXPRESSION OF INTEREST
FOR Copernicus4regions COMMUNITY MANAGER
FOR THE NEW EDITION COPERNICUS4REGIONS 2023_2027

The NEREUS Secretariat kindly invites interested candidates to submit an offer for the following position: **COMMUNITY MANAGER** (subcontract). Expressions of interest have to be substantiated with a draft offer and a CV, describing the candidate's competencies, expertise, and working structure. Preference will be given to candidates from NEREUS regions and Associate Member organizations that are familiar with the network and have previous experience with Copernicus4regions.

Deadline: send your application by the 20th March 2024 **at info.nereus@euregions4space.com** .

Brief introduction of project

NEREUS, EC and ESA launched a new edition of Copernicus4regions 2023-2027. The primary focus of this current edition is to further support the promotion/advocacy of the Copernicus Programe towards local and regional authorities (LRAs) across Europe.

Based on the legacy/achievements of the previous Copernicus4regions activity, this new edition called '*Copernicus4regions Follow-on activity'* will be accomplished through a) outreach and awareness raising at the European Parliament to share knowledge with politicians and their staff for the societal value of the system; b) informing regional politicians and top-level staff at public administrations at the regional and local level about Copernicus; and c) **maintaining and expanding the Copernicus4Regions (user) community and developing/expanding the collection of user stories**. The overall activity is addressed towards institutional and political decision-makers, LRA staff and top-level management, Copernicus users as well as a non-specialist audience.

Desciption and role of the Community Manager (CM)

The CM accompanies the project implementation and supports the preparatory and promotional activities of the project team (project duration: 2023-2027). Attendance of project meetings, Skype conferences, and final event in Brussels are required. The CM will serve as the unique interface and be the first point of reference for the Copernicus4regions community. She/he will serve as a contact person for authors, public users, and review-panel members for clarifications and gathering the necessary material and feed-back. **The CM will have special visibility** within the Copernicus4regions community as well as towards ESA and other relevant European institutions involved in the project.

The idea is to **consolidate and expand the current Copernicus4regions community** with new public users, authors, reviewers, as well as other relevant stakeholders. While attracting new stories, experiences, networks, and user communities, the project activities aim at enriching the original collection with new user portrayals and updating existing use cases. A new pan-European call for articles will be launched to identify complementary user experiences and update use cases in the different thematic domains. Ultimately, this activity should contribute to diversifying the collection of user stories with 5-6 stories per year in terms of new applications, a variety of topics and application domains, maturity level as well as geographic coverage. The focus will not be on quantity but on a targeted approach to complement the existing collection with a view to the latest policy agendas related to the Green Deal, Climate Transition etc. The collection will be used as a promotional tool to raise awareness of Copernicus uses at the regional level across Europe.

The CM is tasked to:

- Continuous database management throughout the project duration, expanding and management of mailing/dissemination list of contacts of Copernicus4regions stakeholders (authors, service providers, public users, institutional player, academia, research) and target audiences;
- Providing current Copernicus4regions community with regular updates and information;
- Managing the circle of attracting new stories and updating existing user-stories:
    - Support Copernicus4regions authors with the compilation of their user story
    - Proof-reading and editing
    - Conducting a simplified peer-review procedure which implies producing a call for articles, support in the dissemination of the call for articles, package for the reviewers, acquiring the online software for the remote evaluation (online peer review tool), and liaising with the peer reviewers in order to instruct them on the ethical, administrative as well as technical implications of the evaluation process,
    - Quality/Eligibility control: CM validates if submitted articles comply with the guidelines
    - Confirm reception, oversee amendments, and receive validation (authors)
    - Dispatch, oversee evaluation, confirm final version
    - Assess, report, flag interesting/conflicting articles
    - Compile list of validated articles (with authors, type of organization, country)
- Ensure deadlines are respected and manage potential emergency situations
- Organize proof reading of final English articles
- Take part in relevant project meetings

Selection procedure and criteria

- The best-suited candidate will be selected by the NEREUS-secretariat on the base of the most suitable profile for the scope and objectives of the project and the most competitive offer. The offer and profile of the candidate will be scored by the Secretariat according to the selection criteria stated below.

- The subcontractor needs to be based in a Member State of the European Union and complies with Procurement Regulations, Article 18, paragraphs 2 and 12.

- Young professionals, PhD-students, young graduates are explicitly invited to submit their candidacy.

- The CM should prove its capability to serve as a competent reference person for authors, reviewers and program committee alike through "***proven experience in GEO/Earth Observation/Copernicus***", e.g. relevant academic background and/or relevant professional experience in Earth Observation/Copernicus; GEO/EO networks ⇨ Minimum required background: at least to EO applications related academic background or relevant professional experience. Minimum required academic background: at least relevant academic background or relevant professional/project experience; 2-3 years after receiving an academic degree (master, PhD, but not BA/BSc);

- Relevant professional experience, foremost project experience / experience with EU and ESA funded initiatives, covering roles similar to the described position (references), e.g. proven experience in organizing peer review, writing project reports, contact management,);

- The following criteria are considered as a supporting asset of a candidacy:
  - Sound knowledge and understanding of Earth Observation/Copernicus and its socio-economic and environmental impact at regional level.
  - Professional experience related to contact/database management
  - Publisher experience
  - Experience with peer reviewing
  - Familiarity with survey analysis
  - Experience with working with regions and regional stakeholders;
  - Relevant networks (GEO, EO/Copernicus, Science, Researcher, Universities, User-communities)
  - Prior involvement in EO/Copernicus related network activities (e.g. EO/Copernicus-NEREUS-Working Group (WG) activities, Copernicus-User-Uptake Frame Contract, Copernicus related projects etc.), the prior NEREUS/ESA-collaboration in 2020/22, e.g. former Copernicus4regions author

  - Additionally

o Sound written and verbal communication skills;
o Excellent language (English) skills;
o Good IT literacy
o Ability to work independently with demonstrated initiative and work productively as part of a team;
o Robust working structures; preferably linked to a relevant organisation;

▪ Our offer

The contract provides the Community Manager with a max. total budget of 80,000 euros distributed throughout the project duration until 2027 (2023-2027). It's important to note that this budget encompasses both the salary and any online services the Community Manager might choose to assist Him/her in the selection of user stories or other relevant tasks.