

EIT Digital seeks a Manager for its Satellite office in Edinburgh, Scotland (UK)

About us

EIT Digital is a leading European digital innovation and entrepreneurial education organisation driving Europe's digital transformation.

EIT Digital delivers breakthrough digital innovations to the market and breeds entrepreneurial talent for economic growth and improved quality of life in Europe. It does this by mobilising a pan-European ecosystem of 200 top European corporations, SMEs, start-ups, universities and research institutes. As a Knowledge and Innovation Community of the European Institute of Innovation and Technology, EIT Digital is focused on entrepreneurship and is at the forefront of integrating education, research and business by bringing together students, researchers, engineers, business developers and entrepreneurs. This is done in our pan-European network of Co-Location Centres in Berlin, Budapest, Eindhoven, Helsinki, London, Madrid, Paris, Stockholm and Trento. We also have a hub in Silicon Valley. For more information, visit www.eitdigital.eu.

EIT Digital is an equal opportunity employer and values diversity.

About the Role

The Satellite Office Manager has overall responsibility for the effectiveness of the Scottish Satellite Office, including

1. The engagement and participation of stakeholders from across Scotland's digital ecosystem and associated business outcomes.

This will include:

- Receiving funding for Innovation programs
- Working with business and other stakeholders to create new Scottish ventures
- Engaging with and promoting Scotland's vibrant, effective and growing number of SMEs
- The deployment of industrially-driven education programs within domains of national strategic importance at Masters, Doctoral and Professional level

2. Growing the profile and participation of Scotland's digital ecosystem within the pan-European digital economy.

Main Responsibilities

- To oversee the profile and effectiveness of the Edinburgh Satellite Office.
- To represent EIT Digital at external speaking and media engagements (to raise the profile of EIT Digital within Scotland's digital economy) in order to progress the productive engagement of EIT Digital with the national digital economy in Scotland.
- Engaging with Scottish companies and colleges and universities with the relevant EIT Digital programs in accordance with mutually agreed multi-year plans.
- Enabling access to EIT Digital's pan-European network for Scottish companies and institutions.
- Developing the Satellite Office staff through supportive line management.
- Collaborate with the other Satellite Offices and Node Directors across Europe in order to maximise the participation of all members and stakeholders.

Qualifications

- Postgraduate with Science, Technology, Engineering and Mathematics (STEM) education, or related field from an accredited college or university.
- Extensive professional experience of 15+ years' within the digital / technology industry operating at a strategic management /expert level.
- Strong profile and network of contacts within the Scottish industrial and academic sectors and at international level. 'A natural networker who can raise the companies' profile within Scotland's industrial and academic sectors'.

Experience and Skills

- Breadth of vision gained from extensive experience with the digital / technology sectors.
- Proven ability to reach financial and non-financial KPI's.
- Capacity to influence and sell nuanced propositions to senior executives with a growth mindset who can clearly communicate their vision to senior decision makers within Scotland's digital economy.
- Experience of managing a team/coordinating with internal and external stakeholders.
- Sound understanding of administrative processes, financial and legal matters; experience of administration in EU-funded activities is a plus.
- Outstanding organisational skills, including logistic aspects.
- Deep knowledge of the Scottish digital ecosystem and the surrounding group of public sector stakeholders.
- Aptitude in problem-solving.
- Hands-on with an entrepreneurial mind set.

Languages

- Fluent in English with excellent verbal and written communication skills
- Knowledge of any of the languages German, French, Spanish, Swedish, Finnish, Dutch, Italian or Hungarian is a merit

Place of employment EIT Digital Satellite in Edinburgh; Bayes Centre, University of Edinburgh
Applicant needs to be prepared to travel to London and the other European Co-Location Centres

Reporting to: EIT Digital Node Director UK

If you would like an informal conversation about the role please contact Morgan Gilles at morgan.gillis@eitdigital.eu

To apply

Please mail a resume and motivation letter to mgr_satellite_uk@eitdigital.eu, outlining how your skills and experience meet the qualifications of the position.
Applications without a motivation letter will not be considered.

Applications should be submitted before 5pm Friday 10 May 2019.