



European Research Council  
Executive Agency

Established by the European Commission

## ERCEA/SNE/259/2026 CALL FOR EXPRESSION OF INTEREST SECONDED NATIONAL EXPERTS FOR THE ERCEA

**Deadline for application:  
16 March 2026 by 12:00 (midday) Brussels time**

The European Research Council Executive Agency (ERCEA) is seeking Seconded National Experts (SNEs), also referred to as Research Programme Experts, from public administrations and intergovernmental organisations.

To this end, the ERCEA is launching a Call for Expression of Interest to establish a reserve list of candidates for the following profiles:

- **Support to the Scientific Council (Policy Analysis)**, linked to ERCEA Unit A.1
- **Communication**, linked to ERCEA Unit A.2
- **Ethics**, linked to ERCEA Unit B.1
- **Management of Scientific Evaluation**, linked to ERCEA Unit B.2
- **Quantitative and Statistical Analysis**, linked to ERCEA Unit B.2
- **Life Sciences**, linked to ERCEA Unit B.3
- **Physical Sciences and Engineering**, linked to ERCEA Unit B.4
- **Social Sciences and Humanities**, linked to ERCEA Unit B.5

These experts will contribute to strengthening cooperation, fostering synergies and promoting the exchange of best practices. While the ERCEA benefits from the high level of professional knowledge and experience brought by the National Experts, the SNEs gain valuable insight into the functioning of an EU research funding agency and have the opportunity to develop new competencies and skills.

The initial period of secondment at the ERCEA would be two years. Secondments may be renewable, but the total secondment period cannot exceed six years. Throughout the secondment, the SNEs remain employed and remunerated by their home organisation while receiving from the ERCEA a daily subsistence allowance (€ 180,65 per calendar day, including weekends and holidays) and a monthly subsistence allowance depending on the distance between the place of origin and the place of secondment (Brussels). For the full overview of secondment conditions, see below.

## ERCEA

The ERCEA, located in Brussels, Belgium, supports the work of the European Research Council (ERC). The ERC, set up by the European Union in 2007, is the premier European funding organisation for excellent frontier research. It funds creative researchers of any nationality and age, to run projects based across Europe. The ERC offers six grant schemes: [Starting Grants](#), [Consolidator Grants](#), [Advanced Grants](#), [Synergy Grants](#), [ERC Plus Grants](#), and the [Proof of Concept Grants](#), that help ERC-funded researchers to bridge the gap between their pioneering research and early phases of its commercialisation. The ERC is led by an independent governing body, the [Scientific Council](#).

Maria Leptin has been the President of the ERC since November 2021. The overall ERC budget from 2021 to 2027 is more than €16 billion, as part of the [Horizon Europe](#) programme, which is under the responsibility of Ekaterina Zaharieva, European Commissioner for Startups, Research and Innovation.

Since the creation of the Agency, some 15 000 researchers at various stages of their careers have been supported.

Within the Agency, **Unit A.1** supports the Scientific Council to establish the overall research funding and management strategy of the ERC, including the annual work programme, and leads the assessment, monitoring, evaluation, reporting and statistical analysis of the ERC's activities.

**Unit A.2** assists the Scientific Council and the Agency in their communication strategy towards the scientific community, the public authorities and the public at large. It also supports the Agency's internal communication.

**Department B**, the Scientific Department, implements the peer review process for the selection of ERC grants and the processes for scientific monitoring of grants. The Department advises the Scientific Council in areas related to scientific matters. **Unit B.1** is responsible for defining and managing the processes for peer review, grant monitoring and expert management, and for implementing the management of experts and other common evaluation tasks. **Unit B.2** plans and coordinates the execution of the calls for proposals and evaluation, as well as the scientific monitoring and follow-up of funded research projects. **Units B.3, B.4 and B.5** are responsible for the scientific evaluation of proposals, and the monitoring and follow-up of funded projects in the respective domains of life sciences, physical sciences and engineering, and social sciences and humanities.

## POSITION

The SNEs would be working full time, in Brussels, in one of the Units of the ERCEA under the supervision of Policy Agents, Communications Agents or Research Programme Agents, and would be entrusted with the tasks outlined in the Job Descriptions per profile in the Annex. Candidates may apply to only one profile, indicating in the motivation letter of the application form the profile that best matches their area of expertise.

## ELIGIBILITY CRITERIA

Candidates must fulfil the following eligibility criteria:

- Be a national of an EU Member State or of a European Free Trade Association (EFTA) Member State (Iceland, Liechtenstein, Norway and Switzerland), or a national of a country with which the Council has decided to open accession negotiations and which has concluded a specific agreement with the European Commission on staff secondments (Türkiye).
- Be employed by a national, regional or local public administration or a public intergovernmental organisation (IGO). The SNE's employer shall continue to pay the SNE's salary, maintain their administrative status, and be responsible for all social rights, particularly social security and pension. On this basis, the secondment is not an employment, nor does it lead to an employment.
- Have worked for their employer on a permanent or contract basis for at least 12 months before the secondment and remain in the service of that employer throughout the period of secondment.
- Have a level of education which corresponds to having completed university studies of at least three years, attested by a diploma.
- Have at least three years of experience in administrative, legal, scientific, technical, advisory or supervisory functions.
- Have a thorough knowledge of one EU language and a satisfactory knowledge of another EU language to the extent necessary for the performance of the duties outlined in the Job Description. An SNE from a non-member state shall have thorough knowledge of one EU language necessary for the performance of their duties. English is the predominant working language at the ERCEA and generally considered the lingua franca of the scientific community.
- The rules applicable to National Experts seconded to the ERCEA, the 'SNE Rules', may be found [here](#).

## SELECTION CRITERIA

Candidates need to make explicitly clear in their application how and to what extent they meet the selection criteria. The applications of candidates that do not meet one or more of the essential selection criteria will not be evaluated further. For the selection criteria per profile, see the Annex.

## HOW TO APPLY

If you are interested in applying, please include the following documents:

1. A **2-page CV** (in English and saved in pdf format with the title: FAMILY NAME – ERCEA-SNE-259-2026 – CV). All pages beyond the first two will be disregarded.
2. The duly completed ERCEA **Application Form** (in English and saved in pdf format with the title FAMILY NAME – ERCEA-SNE-259-2026 – Application Form).  
➔ Download the Application Form [here](#) and follow the instructions and rules listed in the Application Form.
3. A scan of your **current contract** stating that you are "employed by a national, regional or local public administration" and "have worked for your employer on a permanent or contract basis for at least 12 months before your secondment".
4. The **declaration on your current status of employment**, which can be found [here](#), indicating that you "shall remain in the service of that employer throughout the period of secondment". Specifically, your employer "shall thus undertake to continue to pay [your] salary, to maintain [your] administrative status throughout the period of secondment [and] shall also continue to be responsible for all [your] social rights, particularly social security and pension".

Applicants must send their completed applications (CV, Application Form, current contract and declaration on the current status of employment) to the Permanent Representations, the EFTA Secretariat, the Permanent Delegation of Türkiye.

The Permanent Representations, the EFTA Secretariat, the Permanent Delegation of Türkiye, must forward the applications to: [ERC-SELECTION@ec.europa.eu](mailto:ERC-SELECTION@ec.europa.eu) by **16 March 2026 by 12:00 (midday)** Brussels time.

Following the receipt of the applications by the ERCEA, candidates will receive a confirmation e-mail within three working days.

**Applications sent by candidates directly to the ERCEA will NOT be taken into account.** Please liaise with your Permanent Representation, the EFTA Secretariat, the Permanent Delegation of Türkiye, to ensure that your application is sent before the deadline.

Candidates are strongly advised not to leave the submission process to the last minute. The ERCEA cannot be held responsible for any delay due to, for example, heavy internet traffic or connection difficulties.

In the case of multiple submissions, only the latest valid and complete application will be considered.

Candidates are responsible for the information they provide and for ensuring that all the information is complete and correct before submitting the application.

Candidates will be disqualified if they do not:

- Comply with the conditions of application for the Call of Expression of Interest;
- Include all requested elements in their application;
- Complete the application in English.

Furthermore, if it is established at any point in time that the information in the application has been falsified, candidates will be disqualified from the selection process.

## STEPS OF THE SELECTION PROCESS

All correspondence regarding this Call for Expression of Interest will be in English and will be sent to the e-mail which candidates indicated in their application. Should candidates' e-mail address change, they are asked to inform [ERC-SELECTION@ec.europa.eu](mailto:ERC-SELECTION@ec.europa.eu).

The selection process will take several months to complete. Candidates will be informed of the outcome of the different stages in due time.

### Admission to the selection process

Upon the closure of the publication window through the Permanent Representations, the EFTA Secretariat, the Permanent Delegation of Türkiye to the European Union, the candidates' eligibility will be checked by the ERCEA HR Team based on the information included in the application in line with the eligibility criteria elaborated above.

### Assessment of the applications

The Selection Committee will conduct the shortlisting of eligible applications in line with the selection criteria elaborated above.

### Selection Committee

The ERCEA Director will appoint a Selection Committee. The names of the Selection Committee members will be communicated to the candidates invited to the interviews.

Under no circumstances should candidates approach the Selection Committee or the recruiting service, either directly or indirectly concerning this selection process. The ERCEA Director reserves the right to disqualify any candidate who disregards these instructions. In assessing candidates' merits, the Selection Committee shall observe the principle of equal treatment.

### Interview and possible written exercise

The testing phase at the ERCEA consists of an interview and a possible written exercise to check specific skills required for the job (e.g., drafting skills), both conducted remotely in English.

The exact testing modalities will be outlined in the interview and possible written exercise invitation.

As a general rule, the dates set by the ERCEA cannot be changed at the candidate's request.

### Reserve list

Candidates who succeed in the interview and possible written exercise will be included on a reserve list initially valid for two years, with the possibility of extension:

- The reserve list will be approved by the ERCEA Director and will include the candidates who meet the evaluation criteria, listed alphabetically.
- Candidates included on the reserve list could be offered a secondment when there is a vacancy for which their profile is suitable and subject to reference checks.
- The inclusion on the reserve list does not imply any entitlement to secondment.

## SECONDMENT CONDITIONS

The candidates on the reserve list may be offered a secondment with the ERCEA under the following terms:

- The initial duration of a secondment is typically two years. The secondment is renewable, but the total secondment period cannot exceed six years (see Article 4 of the SNE Rules).
- The SNE continues to be employed and remunerated by their employer throughout the period of secondment, while receiving from the ERCEA a daily subsistence allowance (currently € 180,65 per calendar day, including weekends and holidays) and a monthly subsistence allowance depending on the distance between the place of origin and the place of secondment.
- Working in parallel for the ERCEA and the institution from which the National Expert is seconded is not possible.
- The place of secondment (and expected place of residence) is Brussels, Belgium.

- Generous leave entitlements; recuperation of overtime worked; flexible working hours.
- Free access to a European School and access to childcare facilities of the European Commission.
- The ERCEA cares about well-being and offers ample opportunities for personal and professional learning and development.
- During the secondment, the SNE is subject to the obligations of confidentiality, loyalty and absence of conflict of interest (see Article 7 of the SNE Rules).

## **EQUAL OPPORTUNITIES**

The ERCEA values difference and promotes equality. The ERCEA applies a policy of equal opportunities and accepts applications without discrimination on any grounds such as sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation, as per Article 1(d)(1) of the Staff Regulations.

## **PROTECTION OF PERSONAL DATA**

The ERCEA ensures that applicants' personal data are processed as required by Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (Official Journal of the European Communities, L 295 of 21 November 2018). This applies in particular to the confidentiality and security of such data. Candidates are invited to carefully read the [Data Protection Notice](#), which provides useful information about the processing of their personal data and relevant rights.

## **APPEAL PROCEDURES**

In assessing candidates' merits, Selection Committees observe the principle of equal treatment. If candidates nevertheless believe that one of these principles has not been applied in their case, they have the right, within 10 calendar days from the date when they receive notification of the decision that was sent to them, to request a review at [ERC-SELECTION@ec.europa.eu](mailto:ERC-SELECTION@ec.europa.eu).

If, at any stage of the selection, candidates consider that their interests have been prejudiced by a particular decision, or lack thereof, they can, within three months from the date on which candidates are notified of the act adversely affecting them, lodge an administrative complaint pursuant to Article 90(2) of the Staff Regulations at [ERC-SELECTION@ec.europa.eu](mailto:ERC-SELECTION@ec.europa.eu).

More information on appeal procedures may be found [here](#).

## ANNEX – PROFILES (Job descriptions and selection criteria)

### Profile - Support to the Scientific Council (Policy Analysis), linked to ERCEA Unit A.1

#### Job description

The jobholder's main responsibilities will include some or all of the following:

- Analyse, evaluate and report on the implementation of the current ERC strategy; produce high-quality analysis to inform policy positions, impact analyses and assessments, briefings, consultations, and strategic papers.
- Extract, compile, clean and harmonise data from internal systems and external sources (e.g. bibliometrics and EU/international indicator datasets).
- Develop, propose and follow up on statistical surveys, data collection and information gathering activities relevant to the ERC strategy.
- Ensure data quality, documentation and reproducibility of analytical outputs.
- Contribute to continuous improvement of analytical methods, tools and data practices; explore new data sources and analytical methods relevant to research and innovation (R&I) policy.
- Organise, prepare, run and/or supervise quantitative and qualitative policy analyses, studies, consultations and/or extended assessments.
- Identify trends in (R&I), including disciplinary shifts, emerging fields, collaboration patterns, and geographic participation; process, structure, analyse and understand relevant data and information to support and implement strategic activities of the ERC Scientific Council.

#### Selection criteria

##### Essential selection criteria

- Completed master's level degree in a quantitative field such as statistics, economics, data science, science-on-science public policy, political science, or a related discipline.
- Professional experience of at least three years in the area of the profile.
- Experience in data analysis, preferably in a policy, public sector, research or funding environment.
- Knowledge of English at level C1, according to [the Common European Framework of Reference for Languages](#).

##### Advantageous selection criteria

- Knowledge of European research policies and programmes.
- Research experience in a relevant area for the profile.
- Experience in working as a researcher in international research projects and/or the management of research projects.
- Proven data analysis skills using programming and query languages (e.g. Python, R, SQL), and advanced spreadsheet use (e.g. Excel).
- Experience with R&I indicators, bibliometrics/scientometrics and research classification systems.
- Familiarity with open science/open data standards and reproducible workflows.
- Satisfactory knowledge of French or German: spoken and written skills equivalent to level B2 or higher level for working purposes, according to [the Common European Framework of Reference for Languages](#).

##### Job-related competencies

- Ability to deliver quality results, individually and in a team, working under tight deadlines.
- Ability to work in an international and multicultural context.
- Strong organisational and communication skills.

## Profile - Communication, linked to ERCEA Unit A.2

### Job description

The jobholder's main responsibilities will include some or all of the following:

- Planning and managing online, physical and hybrid events.
- Building and maintaining relationships with multipliers, communication partners, and stakeholders.
- Helping to create engaging content for the ERC website, social media, newsletters and other channels (including multimedia).
- Managing the support for the ERC Horizon Europe NCPs network.

### Selection criteria

#### Essential selection criteria

- At least three years as communication professional, including, for example, experience in event planning and coordination (online, hybrid and in-person), communication outreach to stakeholders, press and media relations or content creation.
- Knowledge of English at level C2, according to [the Common European Framework of Reference for Languages](#).

#### Advantageous selection criterion

- Experience in the field of science and research communication.

#### Job-related competencies

- Ability to deliver quality results, individually and in a team, working under tight deadlines.
- Ability to work in an international and multicultural context.
- Strong organisational and communication skills.

## Profile - Ethics, linked to ERCEA Unit B.1

### Job description

The jobholder's main responsibilities will include some or all of the following:

#### Coordination and implementation of the ethics review process

- Perform the ethics pre-screening of proposals; participate in the ethics screening and ethics assessment activities.
- Send out requests for additional information to Principal Investigators (PIs) after panel meetings and follow-up on replies from PIs; draft reports.
- Responsible for the full organisation of ethics panels together with colleagues.
- Assign proposals to experts based on their expertise; prepare the documents for the experts.
- Monitor the ethics deliverables in the implementation of the research projects; validate the state of the ethics requirements at each payment; produce ethics monitoring notes accordingly; communicate with the PI.
- Draft guidelines for the applicants and the panel members.
- Take an active role in high-level discussions, ethical analysis, and debate concerning new, emerging, and controversial areas of advanced frontier research.
- Provide input to conceptual reflections and contribute to the work programmes development as well as to strategic documents and new approaches regarding the ethics process.
- Offer expert guidance on complex and sensitive ethical matters, serving as a resource for colleagues and external partners, and assist colleagues based on one's expertise.
- Participate in horizontal activities undertaken by the ERCEA (e.g., communication, feedback to policy).

#### External communication

- Present the ethics sector and ethics process at workshops, seminars, publications, conferences and other public events, and contribute to publications intended for external stakeholders.
- Help collect information and draft replies to ethics questions from external stakeholders such as European Institutions, Member States and/or the general public.
- Extract and disseminate best practices and facilitate exchange of experiences.
- Provide input to the European Commission concerning the ERC programme and the European Research Area concerning research ethics in the ERCEA.

### Selection criteria

#### Essential selection criteria

- Level of education which corresponds to completed university studies of at least three years related to the profile, attested by a diploma.
- Two years of professional research experience in dealing with ethics issues.
- Knowledge of English at level C1, according to [the Common European Framework of Reference for Languages](#).

#### Advantageous selection criteria

- Experience in working as a researcher in international research projects and/or the management of research projects.
- Experience in managing processes for the ethics review of proposals and the ethics monitoring of funded projects.
- Excellent knowledge of the legislation and guidelines that are relevant for research ethics.
- Knowledge of European research policies and programmes.



- Good understanding of ethics issues related to humans, animals, the environment and artificial intelligence.

#### Job-related competencies

- Ability to deliver quality results, individually and in a team, working under tight deadlines.
- Ability to work in an international and multicultural context.
- Strong organisational and communication skills.

### Job description

The jobholder's main responsibilities will include some or all of the following:

#### Coordination of the evaluation and selection of research proposals

- Provide support to the overall management and coordination of the ERC peer review process of submitted applications.
- Provide support to the documentation of the evaluation process and the drafting of guidance documents for applicants.
- Provide support in the analysis of the eligibility of submitted proposals.
- Work with the evaluation panels and provide support to the follow up of funded projects in areas close to the background and expertise of the candidate.
- Contribute to the development of guidelines, orientations and new approaches relating to the proper implementation of the programme.

#### Project/process management

- Assess the scientific implementation of projects.
- Contribute to the analysis of the ERC portfolio of funded projects.
- As appropriate, analyse and assess the results and impacts of the programme, provide feedback and suggestions for improvement.

#### External communication

- Present the programme and project results at workshops, seminars, conferences and other public events, to both internal and external stakeholders.
- Contribute to publications produced by the programme intended for external stakeholders.
- Extract and disseminate best practices and facilitate exchange of experiences.
- Collate information and draft replies to questions from external stakeholders.
- Produce reports/minutes on high-level meetings as required.

### Selection criteria

#### Essential selection criteria

- Completed university studies of at least three years in a scientific/technical area relevant for the profile, attested by a diploma.
- Knowledge of English at level C1, according to [the Common European Framework of Reference for Languages](#).

#### Advantageous selection criteria

- Experience in the field of science and research communication.
- Experience in the management of research funding and/or in a funding agency.

#### Job-related competencies

- Ability to deliver quality results, individually and in a team, working under tight deadlines.
- Ability to work in an international and multicultural context.
- Strong organisational and communication skills.

## Profile - Quantitative and Statistical Analysis, linked to ERCEA Unit B.2

### Job description

The jobholder's main responsibilities will include some or all the following:

#### Quantitative and qualitative analysis of the ERC evaluation process

- Support monitoring of the ERC peer-review evaluation processes through statistical analysis, extraction and preprocessing of data from databases, generation of graphical representations and other techniques applicable to submission and evaluation data.
- Provide quantitative and qualitative support to the overall management and coordination of the peer review process of submitted applications, including their automation applying AI and other programming techniques.
- Support decision making through modelisation and statistical analysis.
- Contribute to the drafting of reports and the preparation of presentations on the results obtained.

#### Project/process management

- Contribute to the analysis of the ERC portfolio of funded projects.
- Analyse and assess the results and impacts of the programme, provide feedback and suggestions for improvement.
- Provide quantitative and statistical analysis of data related to the evaluation of applications to improve and optimise the peer review process.

#### External communication

- Present the programme and project results at workshops, seminars, conferences and other public events, to both internal and external stakeholders.
- Collate information and draft replies to questions from external stakeholders.

### Selection criteria

#### Essential selection criteria

- Completed university studies of at least three years in a scientific/technical area relevant for the profile, attested by a diploma.
- Knowledge of English at level C1, according to [the Common European Framework of Reference for Languages](#).

#### Advantageous selection criterion

- Experience in the fields of AI, data science, statistical analysis or computer science.

#### Job-related competencies

- Ability to deliver quality results, individually and in a team, working under tight deadlines.
- Ability to work in an international and multicultural context.
- Strong organisational and communication skills.

## Profile - Life Sciences, linked to ERCEA Unit B.3

## Profile - Physical Sciences and Engineering, linked to ERCEA Unit B.4

## Profile - Social Sciences and Humanities, linked to ERCEA Unit B.5

### Job Description

The jobholder would be working in a team of four to five Scientific Officers led by a Panel Coordinator and would be entrusted with the following tasks:

#### Support in the evaluation and selection of research proposals

- Provide support to meetings of scientific panels for the selection of research proposals in the area of the profile by external experts, including the preparation, organisation and operation of the meetings, and the documentation of results.
- Provide support to the ex-post assessment of completed projects by external experts.
- Contribute to the development of guidelines, orientations and new approaches relating to the proper implementation of the programme.

#### Project/process management

- Assess the scientific implementation of projects in the profile through periodic reviews, reporting etc.
- Contribute to the analysis of the ERC portfolio of funded projects.
- As appropriate, analyse and assess the results and impacts of the programme, provide feedback and suggestions for improvement.

#### External communication

- Present the programme and project results at workshops, seminars, conferences and other public events, to both internal and external stakeholders.
- Contribute to publications produced by the programme intended for external stakeholders.
- Extract and disseminate best practices and facilitate exchange of experiences.
- Collate information and draft replies to questions from external stakeholders.
- Produce reports/minutes on high-level meetings as required.

### Selection criteria

#### Essential selection criteria

- Completed university studies of at least three years in a scientific/technical area relevant for the profile, attested by a diploma.
- Knowledge of English at level C1, according to [the Common European Framework of Reference for Languages](#).

#### Advantageous selection criteria

- Three years of professional experience in conducting research, or a PhD, in the domain of the profile.
- Experience in the management of research projects.
- Experience, knowledge and understanding of peer review processes in funding agencies or other academic settings.

#### Job-related competencies

- Ability to deliver quality results, individually and in a team, working under tight deadlines.
- Ability to work in an international and multicultural context.
- Strong organisational skills.
- Excellent communication and drafting skills, including the capacity to communicate specialised information.