

INTERNSHIP POSITION

The UMCG Research BV is looking for an intern project manager to support the design of research projects and the writing of (EU) grant proposals.

Period of the internship: 3 September 2018 – 28 February 2019 (but can be adapted if necessary) ,

Deadline for application: **15th of July 2018**

Who are we?

University Medical Center Groningen (UMCG) is one of the largest hospitals in the Netherlands and it is the biggest employer in the North of the country. A staff of over 12, 000 people work in patient care and in leading medical research, focusing on 'healthy ageing'. The Research BV, which is part of the UMCG, is a team of 13 people, among them directors, project managers, staff assistant, financial administrators/officers from different backgrounds and with different nationalities.

Where are we?

We are located in Groningen, Netherlands, known as the City of Talent: "Here is space for talent. Space for learning, for working and for growing. For further personal development and making the best of yourself. And there is room for living, sports and entertainment. There's no place like Groningen."

This is what we do:

- Provide support to researchers and companies with applications for research grants
- Provide administrative, financial and legal management services for pre- and post-award projects
- Establish public-private partnerships
- Identify funding opportunities

As an intern you will:

- Proactively inform researchers about funding opportunities and encouraging partnerships for large-scale and / or interdisciplinary research programs
- Give advice to researchers on the preparation and submission of proposals and the accompanying subsidy trajectories;
- Plan and coordinates the application process with all stakeholders;
- Collect, analyse , summarize and present information on grant applications and share it with the team
- Prepare for and write part of project proposals for grant application, with specific focus on the impact, management, implementation, communication and disseminations sections.

You will be offered the opportunity to:

- Gain a valuable practical experience in pre-award project management
- Work in a service-driven, dynamic, flexible, international and team environment
- Develop professional and personal skills (adaptability, responsibility, pro-active approach...)
- Take initiatives within a learning environment
- Enjoy a qualitative supervision with follow-up meetings, advice and evaluation of your work

Requirements and competencies:

- Being a master student in (European project) management, business or international relations
- Fluency in English
- Some knowledge and any previous experience in national, regional and/or European project management are appreciated
- Team player but autonomous when performing tasks
- Self-motivated person, meticulous, consistent, reliable, service- and result-oriented
- Good communication skills

Interested?

The duration of this full-time internship will be 6 months. If you are interested in applying for this internship, please send your CV and motivation letter to s.g.r.lelarge@umcg.nl before the **15th of July 2018**. Interviews through skype will take place on Thursday 19th of July 2018.



Support for Science

UMCG Research BV
Hanzeplein 1, 9700 RB Groningen
+31(0)50-3617325
