

Project Manager Quantum Sciences and Technologies

1. Job identification

Status : Fixed-Term contract

Position : Project Manager

Statut : IGE

Full time position

UFR, Direction, Service : Université de Strasbourg, Institut de Science et d'Ingénierie Supramoléculaires (I.S.I.S), Centre Européen de Sciences Quantiques (CESQ).

Contact(s) for information about the position : Dr. Ana Helman (helman@unistra.fr).

Starting date : 13/01/2025

1 year renewable fixed-term contract (end of projects : 31/12/2027)

Interview in **English or French**

Professional activity branch – BAP

BAP J – Management and coordination

Fonction exercée

Project Manager

Position in the organisation chart

The project manager will oversee the implementation of two new projects at the regional level (in the Upper Rhine Valley and Région Grand Est) in the field of quantum sciences and technologies coordinated by the CESQ. These initiatives are integrated in the ongoing local, national and European activities in the field. The project manager (PM) and the project coordinator are part of the executive and operational team (within the scope of the PMs missions and activities described below) of the projects. The project manager is positioned as the facilitator for all stakeholders, including consortium partners, funders and the regional research and innovation ecosystem.

2. Context

Quantum technologies are one of the most dynamic fields of advanced technology, and of major strategic importance for France and Europe. As a result, the University of Strasbourg and CESQ, in collaboration with national and international partners, are coordinating two projects in the cross-border Upper Rhine region (France-Germany-Switzerland) and the Grand Est region, which aim to create synergies and promote collaboration in research and innovation in quantum science and technology.

The Upper Rhine Quantum Valley project (UpQuantVal) is financed by the European Union's European Regional Development Fund (ERDF) as part of the Interreg Upper Rhine program for a 3-year

period(<https://www.interreg-rhin-sup.eu/projet/upquantval-vallee-quantique-du-rhin-superieur/>), and involves 16 partners and 3 co-financiers, with the aim of creating an integrated and sustainable ecosystem in the fields of education, research, specialized infrastructures, technological know-how and knowledge transfer.

The Maison du Quantique Grand Est (MaQuEst) project is funded as part of the French National Quantum Strategy and is part of the France Hybrid High Performance Computing Quantum Initiative (HQI) coordinated by the CEA. The project is led by the University of Strasbourg (coordinator and co-leader with the Université de Technologie de Troyes) and aims to support the creation of industrial and academic collaborations and host communities in three locations: the Centre Européen des Sciences Quantiques (CESQ) in Strasbourg, the ROMEO computing center in Reims and the Hub Quantique de l'UTT in Troyes (<https://www.genci.fr/actualites/france-hybrid-hpc-quantum-initiative-hqi-genci-et-le-cea-annoncent-la-selection-de-0>). The scientific and technological objective is to promote the adoption and use of hybrid high-performance and quantum computing, to develop relevant use cases with industry and to contribute to the network of Maisons du Quantique in France.

These two strategic projects will reinforce the University of Strasbourg's position as a leader in the field of quantum research and help boosting the region's attractiveness to international researchers and industries.

3. Mission

The project manager leads the implementation of the project under the direction of the project coordinator and governance bodies, typically the Steering Committee. He/she will be responsible for co-leading the project and facilitating its overall operation, in accordance with the terms of the grant agreement and the consortium agreement. These duties will cover a range of tasks linked to organizational management, communication and administrative, financial, logistical and legal follow-up, with the support of administrative and financial managers in liaison with the relevant departments at the University of Strasbourg, in particular the research contracts department (PUI). This includes tasks relevant to the consortium as a whole and to the Strasbourg node in particular. He/she will also be a point of contact with funders and their managing authorities. These duties will include a range of organizational, administrative and financial management tasks.

4. Tasks and activities

Main activities

Management and monitoring:

- Oversee project implementation: monitor schedule, work plan, and assist partner coordination on administrative aspects of the project.
- Develop and update management tools required for project management and monitoring.
- Ensure the integration of projects into regional ecosystems and act as intermediary between the various partners.
- Monitor the project's budget in conjunction with the relevant support services, in accordance with the rules and procedures of the funder and those of the University.
- Manage the network and exchanges between partners, including the organization and management of consortium meetings (logistics, documents, preparation, minutes, etc.).

- Act as interface between the consortium and the funder, and with the various departments concerned within Unistra.

Coordinate the submission of deliverables, financial and scientific reporting to the funder (interim and final reports) in collaboration with the various Unistra departments concerned.

Communication :

- Set up and implement the communication strategy on the basis of the work plan described in the project and in collaboration with the Unistra and partner communication officers.
- Ensure external communication: collect and prepare material for dissemination in liaison with partners' communication officers, produce content for social networks (Linkedin) and web pages, prepare press releases, set up and maintain website, newsletter, and promotional material (brochures, etc.).
- Ensure internal communication: inform partner organizations of project progress and events; mailing; intranet
- Prepare reports for the project's Steering Committee or Scientific Committee, as required.

Events organisation:

- Support for the organization (programming, logistics, communication) of networking, training and dissemination events.

5. Skills

Profile

The candidate must have a Master's degree or equivalent (project management training preferred). He/she should ideally have some initial experience in project management. A good knowledge of English is required. Knowledge of German would be an asset.

Professional skills:

- Good knowledge of project management methodologies;
- Knowledge of the missions, functioning and organization of research and higher education.
- Knowledge of the legal, administrative and financial rules governing public establishments, and of the operation of Interreg and ANR programs; training can be provided, but an interest in these subjects is necessary.
- Knowledge of the institutional functioning and organization of a university

Operational skills

- Teamwork
- Ability to develop networks and involve different stakeholders (networking)
- Team and network facilitation skills
- Project management, collaborative and office tools (Word, Excel, Powerpoint)

Behavioral skills :

- Strong organizational skills

- Analytical thinking, rigor and methodology
- Management of time, priorities and deadlines
- Ability to communicate and manage relationships in an intercultural context
- Ability to work independently
- Demonstrate initiative
- Ability to interact with technical staff
- Ability to report on the work performed

6. Working environment and context

Service description

Department name: Centre Européen de Sciences Quantiques, ISIS (UMR7006)

Number of staff in department: 50

Number of supervisors (if any): 1-2

Location: Centre Européen de Sciences Quantiques, Campus Cronenbourg, 23 rue du Loess, Strasbourg.

Reporting relationship

The position reports to the projects coordinator prof. Guido Pupillo

Functional relationships / Work environment

The project manager will work in close collaboration with the funding authorities, project partners and all the relevant departments and services of the University of Strasbourg and project partners.

Special conditions

- Respect of projects timeline and deadlines
- Some travel is expected

*For further information, please contact Ana Helman : helman@unistra.fr
Applications (CV, cover letter and any references) to be sent by email before 12/12/2024 to pupillo@unistra.fr
and helman@unistra.fr with the reference « CESQ PM 2024 »*