

We are the Federal Research Centre for Cultivated Plants and an autonomous superior federal authority directly subordinated to the Federal Ministry of Food and Agriculture (BMEL)..

The Wheat Initiative was established in 2011 following endorsement from the G20 Agriculture Ministries. It brings together private, public and non-profit actors in wheat research to develop strategic research priorities and activities in both developed and developing countries. The Wheat Initiative seeks to build, coordinate and support research programs that address global research priorities. Heat and drought have been identified as major challenges for future wheat production with several studies indicating that for every degree rise in temperatures, wheat production will decline by around 6%. Many countries are investing in research programs that aim to enhance the tolerance of wheat to these stresses and several government agencies and companies have indicated a desire to increase support if appropriate opportunities can be identified.

The development of a global consortium (Heat and Drought Wheat Improvement Consortium – HeDWIC) has been initiated and a business case for additional investment is almost finalised. HeDWIC is a part of the Adaptation of Wheat to Abiotic Stresses Expert Working Group of the Wheat Initiative.

We are looking for for the Secretariat of the Wheat Initiative in Berlin-Dahlem

**Global coordinator for the Heat and Drought
Wheat Improvement Consortium**

available immediately for up to three years.

The Coordinator will report to the HeDWIC Steering Committee and be responsible for establishing HeDWIC as a global research program drawing in support and funds for diverse sources. S/he will ensure the effective operation of HeDWIC including development of reports, funding applications, and communication and promotional materials. The Coordinator will arrange regular face-to-face and video meetings with partners and sponsors.

Your duties Funding and support for HeDWIC

- Develop creative mechanisms and processes for fund raising;
- Frame research objectives and priorities in a form suitable for submission to various funding agencies;
- Bring together research groups to suit funding opportunities and support researchers in developing funding applications; working closely together with the Wheat Initiative Funding Expert Working Group;
- Liaise with industry partners to support engagement and participation in research activities;

Coordination of activities

- Play a lead role in the implementation of the HeDWIC vision and strategy;
- Organise and manage the Steering Committee agendas and meetings, including follow-up on action items and supporting the implementation of actions;
- Work with the members and committees to update the Business Case and related documents;
- Maintain and regularly update the database of existing projects;
- Manage the budget and monitor all activities;
- Represent HeDWIC at meetings and discussion forums;
- Follow-up with progress reports on project delivery;

Communications and management of staff and resources

- Work with the Wheat Initiative Communications Manager to develop and distribute all the internal and external communications;
- Draft and edit content for the website and social media;
- Develop and disseminate newsletters and annual reports;
- Contribute to the day-to-day management of the Wheat Initiative Secretariat;
- Undertake various office duties;
- Liaise and cooperate with other staff at the JKI as needed.

Your qualifications

- Master's Degree, MBA, Masters of Public Administration or equivalent. Background in business management would be an advantage. PhD is an advantage but not essential;
- A minimum of five years' experience in managing and coordinating large international projects, including managing budgets;
- Experience with fund raising or mobilizing resources for projects in the private or public sector;
- Proven track record in organizing medium to large-scale meetings, events and workshops;
- Excellent drafting skills and experience in delivering communication messages targeted to difference audiences;
- Experience in dialogue with academia, governments, the private sector and other audiences, at expert and senior levels;
- Proficiency in the use of the Microsoft Office programs and the ability to learn new systems rapidly;
- Experience in updating content on websites and social media would be an advantage;
- Excellent written and oral command of English;
- A good knowledge of written and spoken German would be an advantage but is not essential;
- Self-reliant, autonomous;
- Open, friendly and polite personality;
- Enthusiastic about working with people with diverse experience and background;
- Regular travel will be required to attend international events and workshops.

We offer

- A full-time employment with 39 hours a week. Generally, various forms of part-time employment are possible. The employment contract will be based on the collective agreement for the public service in Germany (TVöD).
- A remuneration according to salary group E14 TVöD, provided that the successful applicant meets the required qualification and personal specification.

In case of equal qualification, applicants with disabilities will be specially considered. Only a minimum of physical fitness is required.

The Julius Kühn-Institut is committed to gender equality in the workplace.

In order to support the reconciliation of work and family life, the Julius-Kühn-Institut offers flexible working time models as part of its employment opportunities.

Interested?

To apply, please submit your complete application including an application letter and CV in English, quoting the reference number B-WI-Int.Koord. 01/19 by **17th May 2019** to

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Any questions?

For further information, please contact: Prof. Dr. Frank Ordon (+49 (0) 3946 47-601) or send an e-mail to: frank.ordon@julius-kuehn.de.

Data protection information

For further information about data protection visit: <https://www.julius-kuehn.de/en/data-protection-information-for-applicants/>