



Vacancy Announcement – Science, Technology and Education Advisor

The Embassy of Switzerland in Australia is looking for a full-time Science, Technology and Education Advisor.

Your employer

The Embassy of Switzerland represents the Swiss Government and covers all matters concerning diplomatic relations with Australia, Kiribati, Nauru, Papua New Guinea, Solomon Islands and Vanuatu. It represents Swiss interests in the areas of political, economic and financial affairs, legal arrangements, science, technology and education. The embassy's objective is to foster the bilateral relations between Switzerland and Australia, with a focus on political, financial, economic and defence ties, as well as the promotion of exchanges in education, research, innovation, trade and tourism.

Your responsibilities

As Science, Technology and Education Advisor at the Embassy of Switzerland in Australia, you are embedded in the diplomatic section of the Embassy and at the same time form part of the global *Swissnex* network. Your mission consists of promoting and strengthening bilateral cooperation between Switzerland and Australia in the domains of education, research and innovation. This implies bringing together stakeholders, looking after visiting delegations, reporting about developments and trends, and building upon the network of relations with local ministries, agencies, academic and scientific institutions, as well as start-ups and publishing on social media.

Further information can be found here:

www.sbf.admin.ch

www.swissnex.org

<https://www.eda.admin.ch/australia>

Your profile

You have a university degree, a very good command of the English language and of one national language of Switzerland at least. Your analytical thinking and research skills enable you to grasp issues quickly, even outside your direct area of expertise. You have a talent for writing various documents, official documents, reports, briefing notes and speeches. You are familiar with the education, research and innovation landscape in Switzerland and its international dimension. You have international experience, an interest in new technologies and, ideally, prior knowledge of the education, research and innovation landscape in Australia. You demonstrate an interest in politics and foreign policy. Experience in online communication and social media is a plus.

Thanks to your open, communicative nature, your goal-driven approach and your team spirit, you are able to enhance the value of Switzerland's presence in Australia. Preferably, you are a Swiss national or you have lived and worked in Switzerland beforehand.

Your application

You will be working under a local staff contract reflecting local market conditions. Starting date is **as early as possible, preferably beginning of October 2023**. For more details about the position, please contact: Mr. Fabian Grass, Deputy Head of Mission, via email fabian.grass@eda.admin.ch or phone +41 58 461 15 22.

If you are looking for a challenging and multi-faceted position in a dynamic, multicultural environment, please send your application, including letter of motivation and work certificates (where available), CV, copies of diplomas and references by email canberra@eda.admin.ch until **22 August 2023**.