

European Project Manager: ERC advanced grant MusiCol

Description of the position

Université Côte d'Azur is recruiting a full-time European Project Manager (EPM) to support the implementation and monitoring of the research project: "The Sound of Empire in 20th-century Colonial Cultures: Rethinking History through Music" (MusiCol). This project has been selected for funding under the Horizon Europe - ERC Advanced Grant program. The principal investigator (PI) of this project is Dr. Jann Pasler, Distinguished Professor at the University of California, San Diego. Focusing on musical life and aural media in French colonial cities from Rabat and Dakar to Saigon, 1900 to 1962, this project will produce a robust new conceptual and historical model for understanding colonial cultures. In studying music as practiced, heard, and understood in modern colonial cultures, MusiCol has four aims. It will musicalize history, showing what musical practices contribute to our understanding of colonial history; historicize aural media, especially radio; globalize music history, through comparisons across an empire; and (4) creolize research, examining the tastes and practices of Europeans *and* natives, usually studied in isolation. This will involve the collaboration of Europeans and scholars from the former French empire and transcend the boundaries of several disciplines. Investigation of musical fields of production aims to contribute to current debates on the nature of empire and colonial identities.

Principal Activities

The EPM will assist the PI in the coordination of the project. This person will be responsible for insuring and facilitating the general operation in accordance with the Grant Agreement terms. These functions will entail the organizational, administrative, financial, and legal management of the project as well as communication in its various modes. The EPM will work in conjunction with the administrative services of the Université Côte d'Azur, the UCA foundation, and the Institute for Research and Development (IRD). All activities will take place both in France (Nice) and in countries of the former French colonial empire.

Administrative management UCA-IRD:

Coordinate the needs of the project led by the Principal Investigator and those of UCA and IRD administrations,

Monitoring and use of the timesheets,
Monitoring and contribution to contractual deadlines (deliverables, reports, etc.).

UCA-IRD financial management:

Execute expenses via the accounting management tools of UCA and IRD,
Monitor budget expenditures, according to expenditure categories,
Coordinate the preparation, consolidation, and submission of financial reports, in conjunction with the PI, within the deadlines specified by the European Commission,
Insure that any justification document is correctly drawn up and maintained by each partner, in anticipation of possible audits.

Organizational UCA-IRD:

Help organize conferences and workshops in France, Europe, and abroad,
Organize and oversee funding of fieldwork and other project-related travel by the PI and team members in France and abroad,
Assist with the organization, visitors, presentations, and minutes of project meetings.

UCA-IRD reports:

Proofread scientific reports and other documents,
Coordinate and assist in preparation of financial reports for the UCA foundation and the IRD,
Prepare and deliver project financial reports for the ERC in a timely manner.

Communication:

Organize, make pdfs of team member contributions, post them, and maintain the Gsuite, the project's "database,"
Create (or assist in the creation of) MusiCol's website and take responsibility for its development over time and its maintenance
Implement communication actions in various media (internal and external)

Desired Profile:

- Experience in the management of European/international projects is appreciated,
- Fluency in English is essential (written and oral).

Required Skills and Qualities:

- Rigor and methodical approach to work, as well as availability during peak periods,
- Ability and willingness to respect the deadlines required by the PI,
- Compliance with the obligations described in financial and other agreements,
- Understanding of financial modalities (cost models, eligible costs),
- Mastery of communication tools, such as Word Press and Office tools (Microsoft Office),
- Ability to synthesize and apply European administrative procedures,
- Ability to adapt and be flexible in various domains,
- Autonomy, organization, rigor, and responsiveness, especially in working with the PI,
- Understanding of how to report on and present the work at hand, and bring up questions and problems,
- Ability to face difficulties and find solutions,
- Openness to innovation in ideas and practices,
- Ability to work in a team, cooperate in one or more working groups, projects or international networks, and make effective contributions.

Application requirements:

- Type of recruitment: Contract, two years renewable, Level: Catégory A
- Related profession: Research project support officer (SR17)
- Advanced degrees: 5 years minimum past the Baccalaureat/ Bachelor of Arts/Sciences
- Experience:
 - Diploma: Bac +5 with training in management of European projects desired,
 - Experience in the management of European/international projects appreciated.

Work Site:

Université Cote d'Azur (Nice)

Additional Information:

Applications, including a curriculum vitae and a cover letter, must be sent **before July 6** to the following addresses:

Sara.MONASRI@univ-cotedazur.fr

marie-pierre.ballarin@ird.fr

recrutement@univ-cotedazur.fr

The job will begin as soon as possible.

This position is open to people with disabilities.

see [Travailler à Université Côte d'Azur](#)