

Full-time job vacancy in research integrity



## Project manager (m/f/x)

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### About ENRIO: European Network of Research Integrity Offices

ENRIO strengthens research integrity in Europe. ENRIO:

- is an independent network of national organisations and expert contributors that shape and implement research integrity governance in European countries, exchanging ideas, learning from each other and monitoring developments.
- strengthens the capacity of its members and other European research integrity stakeholders.
- provides research integrity professionals and policymakers with a consolidated synthesis of its collective expertise, in the form of published practical guidance, tools and recommendations.
- provides a strong voice for research integrity by making it a priority and by contributing to research integrity policy.

The network was formed in 2008. In 2020, its members established ENRIO vzw as a legal entity (non-profit association according to Belgian law, based in Brussels).

### Job summary — responsibilities of the ENRIO Project Manager

You are responsible for ensuring that ENRIO meets the requirements of the SIMPLIFY project, funded<sup>1</sup> by the European Commission, that aims to improve ethics and integrity in European countries and research institutions. You will lead the day-to-day work of ENRIO in the project. In close collaboration with the members of ENRIO, you will

- organise and prepare working group meetings, and collect the expertise of working group members;
- take primary responsibility for drafting project deliverables, under the supervision of working groups chairs and the ENRIO board;
- oversee all deadlines related to ENRIO's obligations and commitments in the project, and take due actions to ensure timely delivery of outputs (project management);
- communicate and liaise with stakeholders and partners;
- prepare and deliver regular internal reports about project activities to the ENRIO board and members.

Based on the content you harvest from (i) the expert groups you organise, (ii) public sources through desk research and (iii) further consultation with project partners, you are responsible to develop/curate content such as:

- thematic position papers about challenges related to research integrity, identifying risks and needs;
- an EU-wide register of research integrity contact points (and perhaps a repository of case reports and decisions);
- actionable guidance and practices to support research institutions (e.g. workflows, templates, standards);
- implementation-readiness criteria and indicators.

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<sup>1</sup> This position depends on the confirmation of the funding by main beneficiary EUREC. It is promised and as good as sure, but not yet formalised in a contract at this stage. Employment can start as soon as there is a contractual basis for the funding.

## Profile — who we are looking for

- You hold a Master's degree or equivalent by experience.
- You have an affinity with the research world. Relevant experience in academia (as researcher or administrator) is a plus. However, you are aware that this position is not a researcher job.
- You have a background or relevant experience in research integrity or related areas, such as research ethics, open science, reproducibility, researcher assessment, RRI ... You're committed to the topic of responsible research.
- You work accurately. Scheduling tasks, following up on emails and keeping track of to-do's are not a challenge for you. You have a demonstrated ability to meet deadlines and show personal efficacy and effective time management.
- You can work independently as well as function well in a team.
- Are a plus, not a must:
  - experience in project management work
  - experience in stakeholder engagement
  - experience working in transnational teams
- You are fluent in English.
- You have a residential address in Belgium, or you are willing to relocate to Belgium.

## Benefits — what we offer

- Employment contract (preferably full time, unless negotiated otherwise) with a permanent nature, but expected to terminate after 3.5 years (because of temporary funding). Continuation beyond that period is possible, subject to the availability of extra external funding and satisfactory performance. Start date as negotiated, but not earlier than 1 February 2026.
- Competitive salary, benchmarked to the government's payscale (on full-time basis gross: € 4029 - € 4957 / month | net: € 2606 - € 3013 / month or more, depending on family situation). Relevant professional experience can be taken into account in remuneration, with a maximum of ten years. Extra-legal benefits in the form of meal cheques and eco-vouchers, group insurance (pension fund), reimbursed public transport commuting, bicycle allowance, compensation for home work. Flexible working hours and an attractive leave scheme.
- Stimulating office environment among research support professionals in the Chancelier building in Brussels, close to Brussels Central railway station. Flexible home work scheme.
- Varied range of tasks in the areas of policy support, administration and organisation. Extensive responsibility and autonomy in the execution of these tasks. Working in a stimulating environment among leading research integrity experts from all over Europe. Opportunity to develop a network.

## Practical — how to apply

Please indicate your interest by means of a concise letter of application and a curriculum vitae. Please send these in one PDF file (no more than 5 pages, letter first) to [office@enrio.eu](mailto:office@enrio.eu), no later than Thursday 15 January 2026 (23:59 CET).

Questions can be directed to dr. Marie-Madeleine Trottmann <[office@enrio.eu](mailto:office@enrio.eu)>, Secretary of ENRIO.

As an equal opportunities employer, ENRIO strives to create an inclusive working environment in which everyone's talent can develop and diversity is embraced as an added value. If you need any reasonable measures to support your participation in the process of recruitment and selection, please let us know.