



The EUI has an open vacancy for a

Project Assistant in the

Florence School of Transnational Governance

Florence, 24 March 2026

Reference: V/PA/STG/4/2026

Who we are

The **European University Institute** (EUI) at a glance:

- an **international organisation** set up in 1972;
- a research university focusing exclusively on **postgraduate, doctoral and post-doctoral studies**, and advanced research;
- located in the hills overlooking the city of Florence, Italy.

The Institute also hosts the Historical Archives of the European Union.

The [Florence School of Transnational Governance](#) (STG), founded in 2017 at the European University Institute, is a global hub for teaching, training, and research in governance beyond national borders. In the cradle of the Renaissance, we provide a dynamic platform where leaders from policymaking, business, civil society, media, and academia connect. We welcome independent minds, thinkers, and doers, offering world-class expertise from leading scholars and policymakers. Committed to innovation and inclusivity, we equip future and current leaders with the tools to tackle today's most pressing global challenges. We believe public policy should bring out the best in people.

Employment details

| | |
|------------------------------------|--|
| Contract type | Part-time (11/30, 14 hours, 40 minutes /week) |
| Length of contract | 1 year, start date as soon as possible This contract may be further renewed (several times and conditional to the availability of funds), leading to an extension of the period of service up to a total of 5 years, including the first contract period. |
| Salary indication and grade | Grade: ASTAC1e step 1 The basic net monthly salary after taxes is approximately 950 Euro, plus allowances if applicable. |

More information about conditions of employment is available [here](#).

Place of work Florence, Italy

About the project

Project Director Prof. Johanna Mair

Project details The Florence School of Transnational Governance leads Work Package 3 "Connect Potential" of the EU-funded [Africa-Europe Youth Academy project \(AEYA\)](#) (LINK ADDED). The WP3 aims to empower African youth through virtual mentorship sessions on leadership and soft skills development, combined with local connecting events across 20 African countries. The initiative will mentor emerging African leaders annually through seven thematic modules and organize several local connecting events per year, reaching over 1,300 direct beneficiaries by 2029.

Job description The project assistant will provide organisational and logistical support to the Project Director.

Main tasks include:

- Conducting background research to support the academic coordinator with the preparation of content for trainings and training materials for the mentoring programme;
- Supporting the mentor selection process, coordinating communication and agreements with mentors and participants across African sub-regions;
- Coordinating the organisation of the local events, communications with local partners, supporting the organisation of final events in the beneficiary countries;
- Providing administrative and technical guidance, coordinating project deliverables and processes and supporting reporting.

Qualifications and experience

Qualifications and Experience

Essential:

- Bachelor of Arts in Political Science, Social sciences or a related field;
- Demonstrated knowledge in development organisations focused on Africa, global challenges and international relations;
- Proved experience in project coordination, event organisation, monitoring and reporting.

Desirable:

- Masters' degree in Political Science, Social sciences or a related field;
- Demonstrated ability to work in multicultural and interdisciplinary environments.

Languages

Excellent knowledge of English, both spoken and written ([CEFR](#) level: C1 or above). Knowledge of other languages constitutes an advantage.

How to apply

Deadline

The closing date for applications is **09 April 2026** at midnight (Florence time)

Contact details

For more information contact Peter Ivanov (peter.ivanov@eui.eu)

How to apply

Fill in the [online application form](#) and upload documents as requested

Data Protection

The purpose of processing the data submitted by candidates is to manage their application in view of a possible pre-selection and recruitment by the EUI. The information candidates provide in their application form is collected for the purpose of the selection procedure. The EUI will ensure that candidates' personal data are processed as required by its Data Protection Policy ([President's Decision No. 10/2019 of 18 February 2019 regarding Data Protection at the EUI](#)).

Equal opportunities

The European University Institute applies a policy of equal opportunities, which, in accordance with Article 1d of its Staff Regulations, prohibits discrimination on any grounds such as sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation.