

# **FLOSS Manuals: Researcher Job Description**

Job Position: Researcher

Date: ASAP for 6 months (extendable to 12)

Salary: 55,000-58,000 EUR pro-rata (1.5 days per week)

Reports To: Project Co-ordinator

Works closely with: FLOSS Manuals project team

Start Date: ASAP

## ***ABOUT FLOSS MANUALS***

The FLOSS Manuals Foundation (FMF) works to bring together people to produce free documentation about Free Software. Our key strategies to achieve this are writing commissions, creation of documentation communities and Book Sprints.

Book Sprints are an innovative format based on Code Sprints but with the focus on producing documentation instead of code. A sprint brings together a group of writers, editors, and perhaps an artist and production specialist, to go from outline to published book in five days.

## ***SUMMARY OF PROJECT***

FMF recently secured a European grant to test the relevancy of the Book Sprint in the context of the composition of scientific papers and books in the field of ICT research and innovation, and to assess the benefits and shortcomings of this methodology in comparison with the traditional writing practices of the sector.

The role of the Researcher will be to lead on the creation of the scientific deliverables of the project. This will involve establishing and implementing a suitable research methodology in liaison with the funders and project team and writing up results into two technical reports.

## ***ESSENTIAL RESPONSIBILITIES***

FET project:

- Identifying a suitable research methodology for the analysis of Book Sprints
- Attending research events (Book Sprints)
- Facilitating Book Sprints
- Collecting, organising and archiving research documentation
- Ensuring that all research elements of the project are successfully delivered

## **ADDITIONAL DUTIES**

FET project:

- Identifying potential needs or problems in achieving the research deliverables
- Advising on the creation of Memoranda of Understanding (MoU) with partners
- Assisting in ensuring the timeliness, accuracy and quality of research deliverables and reports
- Advising on project direction
- Advising on the writing of narrative reports
- Assisting in the collection of information (news, stories, photos and videos) from the project to upload onto FLOSS Manuals and partner websites

General participation in FLOSS Manuals activities:

- Assisting in communicating with FMF stakeholders

## **QUALIFICATIONS**

Necessary

- Experience with multi-partner, academic, scientific research projects
- Fluent written and spoken English
- Skills in using office packages, open software tools, databases
- Proactive and well organised, experience of working as part of a team and responding to changing situations

Desirable

- PR or marketing experience
- Website updating & social media strategy skills
- Experience of collaborative writing / publishing

## **CONDITIONS**

- 1.5 days per week
- FLOSS Manuals is decentralised, Internet-based organisation. As such, candidates can be based anywhere in the EU
- Start ASAP
- Type of contract: 6 month Netherlands payroll (expected extension to 12 months)
- Only complete applications of those authorised to work in the EU will be reviewed

## **APPLICATION**

Please send your application files (resume in English, cover letter and the names and contacts of two referees) to [mick@flossmanuals.net](mailto:mick@flossmanuals.net)

Please use the cover letter to outline details of your suitability for this post and to be a part of the FLOSS Manuals team.

Deadline for applications: 10th April 2013.