

ESPI vacancy notice

Research Internship – Yearbook on space policy 2019

The European Space Policy Institute (ESPI) is looking to employ a **Research Intern** for a minimum of **6 Months** at the premises of the Institute in Vienna, starting from **early March 2019**, to support the production and revamp of the annual **“Yearbook on Space policy 2019”**.

The European Space Policy Institute

The European Space Policy Institute (ESPI) is an association ruled by Austrian Law, based in Vienna, funded at its inception (2003) by the Austrian Space Agency and ESA, and now supported by 17 members which include European national space agencies, the European Commission, and main European space services companies and manufacturers.

The Institute provides decision-makers with an informed view on mid-to-long-term issues relevant to Europe’s space activities. In this context, ESPI acts as an independent platform for developing positions and strategies.

ESPI fulfils its objectives through various multidisciplinary research activities giving way to the publication of books, reports, papers, articles, executive briefs, proceedings or position papers and to the organisation of conferences and events including the annual ESPI Autumn Conference. Located in the heart of Vienna, the Institute developed a privileged relation with the United Nations Office for Outer Space Affairs and with a network of researchers and experts in Europe and across the globe.

More information on ESPI is available on our website: www.espi.or.at

Research project

The Yearbook on Space Policy is a reference publication setting out a comprehensive overview of the economic, political, technological and institutional trends that have affected space activities throughout the reference year. It is prepared in-house by ESPI and while its perspective is European, it also provides a comparative analysis of space efforts around the world.

This year, in addition to the production and publication of the report, the team will undertake an overhaul of the contents and structure of the report.

Duties

Duties and responsibilities envisioned for the internship include:

- Support ESPI Research Team in the frame of this research project:
 - Background research: Literature review, information and data collection and compilation, stakeholders consultation through dedicated interviews or surveys;
 - Handling of databases and data processing;
 - Methodology and analysis tools preparation;
 - Comprehensive and thorough analysis of the research thematic;
 - Synthesis of results and recommendations;
 - Report writing and editing
- Support general activities of the Institute:
 - Conferences, workshops and other events organization;
 - Working with other researchers and interns of the institute on common projects;
 - Project control and reporting to ESPI management, partners or customers;
 - Participation to ESPI daily routine and meetings;

Qualifications and competencies

For this internship ESPI is looking for applicants with an educational background (at least 3 years degree) in preferably Economics, International Relations or Political Science but also welcomes applications from candidates with other educational background (Legal, Engineering) who can justify acquaintance with the research topic or a related field. The following competencies would be considered an asset:

- Previous experience in data collection, processing and analysis;
- Handling of business intelligence and analytics software (e.g. Tableau)
- Previous experience in policy research, consulting or advisory;
- General knowledge and understanding of space institutions, of their programmes and strategy and of the main political, technical and economic trends affecting the global and European space sector.

Applicants to the internship should demonstrate good interpersonal skills and the capacity to work both independently and as part of a team. Good knowledge of MS Office is required.

The working language of ESPI is English. **Excellent command of the English language, written and oral, is imperative.** A track record of articles, papers, thesis or reports written in English will be appreciated.

Application process

ESPI can only accept applications by EU citizens or non-EU citizens holding residence and employment permit in Austria.

To apply for this internship, please send to office@espi.or.at a copy of your CV, a cover letter and – if applicable – sample documentation supporting your qualifications (e.g. a previously published article, thesis extracts, etc.), with subject: “Research Intern – Yearbook on space policies 2019” before **17 February 2019, 19:00 CET**. Please do not submit educational records or certificates at this stage.