

## **POSITION ANNOUNCEMENT: RESEARCH ASSOCIATES (PART-TIME)** **Open University of Cyprus – OpenEU WPs**

The [Open University of Cyprus](#) (OUC) invites applications for **part-time Research Associates** to support the implementation, coordination, and monitoring of activities under Work Packages (WPs 1-8) of the [OpenEU](#) project. The present call concerns the recruitment of researchers in response to emerging needs, as communicated to the OUC by the project's central management team. A list of eligible candidates will be created based on the qualifications and experience of interested applicants. Priority will be given to addressing urgent requirements related to WPs 1, 4, and 8. The list will remain valid for a period of 12 months or until the completion of the project, with the aim of covering needs across all WPs. Should the existing pool of candidates prove insufficient to meet these needs, OUC reserves the right to issue a new call.

### **The objectives of the WPs are as follows:**

**WP1: Governance and Management:** Ensures coordinated leadership, transparent decision-making, and effective collaboration among OpenEU partners to achieve strategic goals and long-term sustainability.

**WP2: Lifelong Learning:** Promotes flexible and inclusive learning pathways within OpenEU, supporting continuous upskilling and reskilling for diverse learners across Europe.

**WP3: Widening Participation:** Enhances access to higher education by engaging underrepresented and non-traditional learners through open, inclusive, and flexible educational models.

**WP4: Joint R&I in Digital Education:** Strengthens collaboration in research and innovation across OpenEU partners to develop advanced digital education practices and solutions.

**WP5: Capacity Building in Digital Education:** Develops institutional and staff capabilities in digital teaching and learning through training, shared expertise, and technological advancement.

**WP6: Internationalisation, Mobility and Joint Programmes:** Promotes cross-border collaboration, virtual and physical mobility, and the creation of joint programmes within the OpenEU alliance.

**WP7: Community Engagement:** Fosters strong links between OpenEU institutions and society, ensuring education and research address real-world challenges and societal needs.

**WP8: Communication, Dissemination and Advocacy:** Maximises the visibility and impact of OpenEU by effectively sharing results, promoting best practices, and advocating for open and digital education.

### **TERMS OF EMPLOYMENT**

- Fixed-term contract (6 months) with the possibility of renewal every six months after the first year, until the completion of the project.
- A flexible working schedule is permitted, on the condition that all assigned subtasks and deliverables are completed on time.
- Compensation package will be calculated based on the candidate's qualifications, the hours of employment, and the deliverables.
- No provision for 13th salary.
- Health insurance through the Cyprus national health-care system (GHS).
- Candidates must be permanent tax residents of the Republic of Cyprus.
- The position follows a hybrid work model, combining remote work with physical presence at OUC premises when required for the effective completion of tasks and coordination activities.

### **RESPONSIBILITIES**

- Provide general support to the implementation of Work Packages' activities.
- Liaise and communicate with OpenEU stakeholders.
- Participate in meetings related to WPs' and/or the project overall.
- Support WPs activities, including data collection, desk research, and synthesis of findings.
- Significant contribution to the implementation and the timely completion of the project's deliverables.

### **REQUIRED QUALIFICATIONS**

1. Bachelor's or Master's degree in any field.
2. Excellent written and verbal communication skills in English.
3. Team-oriented mindset and ability to collaborate in an international project environment.

4. Strong analytical skills, including ability to manage, structure, and interpret data.
5. Experience with research tasks, documentation, or project-based work.
6. Excellent organisational skills and attention to detail.
7. Ability to work independently and meet deadlines within defined timelines.

#### **ADDITIONAL QUALIFICATIONS (Considered an asset)**

1. Experience in EU-funded programmes.
2. Experience with project management tools, such as MS Teams, SharePoint and or Asana.
3. Experience in developing and executing strategic communication plans managing high impact events and enhancing visibility through targeted stakeholder engagement.
4. Proven ability to prepare reports, policy texts, strategic documents, and guidelines, with experience in programme implementation, monitoring, and stakeholder engagement.
5. Knowledge of multilingualism, inclusion, internationalisation, or related areas.

#### **APPLICATION MATERIALS**

Interested candidates must submit:

- Cover letter (max. 1 page) describing how they meet the required and desirable qualifications.
- Curriculum Vitae including contact details of one reference (academic or professional).
- Copies of academic degrees/certificates.
- Statement confirming availability for physical presence at OUC when required.

#### **SUBMISSION & DEADLINE**

Applications must be submitted electronically at: <https://careers.ouc.ac.cy> by **15 May 2026**.

For questions regarding job responsibilities or WPs activities:

Strategy Management Services

Email: [ydis@ouc.ac.cy](mailto:ydis@ouc.ac.cy)

Tel: +357 22411734

#### **EQUAL OPPORTUNITIES STATEMENT**

The Open University of Cyprus is committed to an Equal Opportunities Policy and encourages applications from all qualified individuals regardless of gender, gender identity, ethnicity, religion, age, disability, sexual orientation, or any other characteristic protected under Cyprus law.