



The German Federal Institute for Risk Assessment (BfR) is the national institute which prepares expert reports and opinions on questions of food, feed and chemical safety and consumer health protection in Germany on the basis of internationally recognised scientific assessment criteria. It advises the Federal Government and other institutions and interest groups in these areas. The BfR conducts its own research on topics that are closely linked to its assessment tasks. It is an institution with legal capacity within the portfolio of the Federal Ministry of Food and Agriculture (BMEL).

In the unit “International Affairs” of the BfR, the following position is to be filled for a limited period of three years:

## Scientific Coordinator of the International Liaison Group for Methods of Risk Assessment of Chemicals in Food (ILMERAC) (f/m/d)

Reference number: 3463 | Salary group 13 TVöD | Place of work: Berlin | Application period: 10.02.2024

Part-time employment is possible. The time limit is set on the basis of the Act on Fixed-Term Contracts in Academia (Wissenschaftszeitvertragsgesetz).

### Tasks:

The International Affairs Unit is responsible for organising the BfR's international activities and works closely with multilateral, international, European and national institutions as well as with the relevant ministries and embassies. Particularly important is the co-operation with the European Food Safety Authority (EFSA), institutions of the EFSA network and other partner institutions in over 30 countries worldwide.

BfR is member of the International Liaison Group on Methods for Risk Assessment of Chemicals in Food (ILMERAC), which is a network of more than 25 governmental and intergovernmental organisations working in the field of food safety around the world. ILMERAC's aim is to support the development of new risk assessment methods for chemicals in food, while improving the consistency and global harmonisation of methods used for risk assessment. BfR will take over the management of the Scientific Secretariat of ILMERAC for the period 1.1.2024 to 31.12.2026. The successful candidate will be responsible for managing ILMERAC's Scientific Secretariat and its Working Groups, and carrying out its activities in accordance with the agreed Terms of Reference.

In detail, the tasks include:

- Carry the responsibility for the management of the ILMERAC Secretariat and for the execution of its activities in line with the agreed Terms of Reference
- Coordinate the update of the Terms of Reference (ToR) of April 2018, by involving the members of the ILMERAC Coordination Committee in commenting and developing proposals for changes
- Liaise with ILMERAC Members and Observers on topics of mutual interest and on other matters related to their involvement in ILMERAC

- Develop ILMERAC scientific priorities for the period 2024-2026, as well as prepare the annual and multi-annual work plan. Identify possible scientific areas of interest for the creation new ad hoc ILMERAC working groups and support their establishment
- Coordinate the preparation and organisation of meetings by preparing agendas, meeting documents, presentations and other materials. Prepare reports of ILMERAC and Working Group meetings
- Organise webinars in additional scientific areas other than those covered by the ILMERAC Working Groups, in order to better explore additional scientific common ground and common areas of interest for the work within ILMERAC in the longer term
- Manage the publication of ILMERAC scientific outputs
- Contribute to publicising and improving the scientific visibility of the work of ILMERAC and its working groups
- Support the formal recognition and increase of ILMERAC's presence in international fora

#### **Requirements:**

- A level of education which corresponds to completed university studies of at least three (3) years attested by a diploma in one of the following fields Chemistry, Biology, Biochemistry, Toxicology, Veterinary Sciences, Public Health, Food Safety, Life Sciences or related fields
- Knowledge by training of chemical risk assessment in the field of food safety
- At least one (1) year of relevant and proven professional experience in human health risk assessment of chemicals in food gained after obtaining the diploma
- Relevant professional experience in the co-ordination of multi-disciplinary, international projects and work processes. Experience gained in similar positions related to the duties described in the key responsibilities
- Knowledge (by training or experience) of food safety decision-making processes in the EU and in CODEX Alimentarius
- Strong ability to communicate effectively in English, orally and in writing, at all levels
- Knowledge (by training or experience) of project/programme management and implementation
- Experience of working with expert groups in the field of chemical risk assessment
- Analysis and problem solving: Ability to identify the critical facts in difficult issues and develop creative and practical solutions
- Drive for results: Ability to take personal responsibility and initiative for delivering high quality work
- Resilience and composure: Ability to deliver effectively under high workload and adapt to a changing environment
- Working with others: Ability to work co-operatively in teams and across organisational and cultural boundaries and respects differences between people

#### **Desired:**

- A PhD in chemical risk assessment area will be considered an asset
- Experience/knowledge in the following areas will be considered an asset
  - Working experience in an international environment, i.e. institutions and agencies within and outside the EU
  - Practical experience in planning, organising and facilitating expert meetings, workshops and conferences

#### **What we can offer you:**

- A varied range of tasks in a growing departmental research institution
- Flexible working hours without fixed working hours
- 30 days' annual leave (5-day week) plus 24 and 31 December as non-working days
- Additional days-off options via time credits
- Attractive subsidy for company travel ticket/Deutschlandticket Job
- Mobile working options
- Very good connection to the public transport network
- Comprehensive further training opportunities for professional and personal development
- VBL company pension
- Capital accumulation benefits
- Employee welfare (AWO) family service

## Application process:

The job interviews are expected to take place on 5 March 2024.

Does this position appeal to you?

[apply online](#)

Then please apply by 10.02.2024 via our online system.

Please address any questions in connection with the application process to [bewerbung@bfr.bund.de](mailto:bewerbung@bfr.bund.de).

– Please do not send any applications to this email address –

If you cannot apply online, please send a postal application to [Bundesinstitut für Risikobewertung / Personalreferat / Max-Dohrn-Str. 8-10 / 10589 Berlin](#)

**Please address any questions about the area of responsibility to:**

Dr. Nicole Gollnick

**Tel.: 030 18412 34000**

You will find more information on our homepage: [www.bfr.bund.de/de/stellenanzeigen](http://www.bfr.bund.de/de/stellenanzeigen)

*The BfR welcomes applications from people of all nationalities. The BfR is an innovative scientific institute offering family-friendly working conditions, for which it was awarded the "audit berufundfamilie®" (work and family) certificate. The BfR guarantees equal career opportunities for women and men. In the case of equal suitability, severely disabled applicants will be given preferential consideration and are only required to have a minimum level of physical suitability.*

