



UNIVERSITETET I OSLO

Jobbnorge ID: 286887
Deadline: 10/19/2025
Website: <http://www.uio.no/>
Scope: Fulltime
Duration: Temporary

GLOBE

Temporary position as Project Coordinator/Advisor

About the position

The Research Coordinator will contribute the following projects at the University of Oslo:

- Governance for Sustainable Development (SustGOV)
- Circle U Knowledge Hub on Democracy
- The Oslo SDG Initiative <https://www.sum.uio.no/english/sdg/>

The successful candidate will be based at the Centre for Global Sustainability (GLOBE). The Research Coordinator is expected to contribute actively to the different stages of the research process and undertake the following broadly formulated tasks:

- Collect published material and create and manage databases
- Assist in financial management and project reporting
- Help coordinate interdisciplinary and international research networks
- Assist in the production of publications (print and online), including academic articles, policy briefs and blogs
- Maintain and update social media accounts and webpages associated with the projects
- Assist in the organization of meetings, seminars and conferences in Norway and abroad
- Assist in production of digital material, including online teaching modules, videos, podcasts, etc.
- Assist in coordinating Circle U, Democracy Hub activities
- Assist in coordinating the SustGOV PhD program

The above tasks are indicative, and the work description may be adjusted depending on the skills and qualifications of the successful candidate.

Selected candidates may be invited to an interview.

Duration: 2 years

Qualifications

- Master degree in the social sciences. Relevant work experience may compensate for the education requirement.
- Excellent ICT skills (especially Microsoft Word and Excel, and web/social media platforms).
- Good interpersonal and communication skills, with an ability to work independently.
- Excellent command of written and spoken English.
- Experience with research project management, including project reporting, budget management and research administration.
- Experience in event management, including online and in person events.
- Desirable with research experience in the field of sustainable development and/or interdisciplinary research.

Personal skills

We are seeking a person who is flexible, and who enjoys taking on new challenges. You will be expected to handle a range of different tasks throughout your workday, which must be executed systematically and with attention to quality and detail. The successful candidate must be able to work both independently and as part of a team. Some international travel may be required.

Personal suitability will be emphasized in the recruitment process.

We offer

- Exciting and meaningful tasks in an organization with an important societal mission, contributing to knowledge development, education, and enlightenment that promote sustainable, fair, and knowledge-based societal development.
- A pleasant and stimulating work environment
- Good [welfare schemes](#).

- Opportunity of up to 1.5 hours a week of [exercise during working hours](#).
- A workplace with good development and career opportunities.
- Membership in the [Statens Pensjonskasse](#), which is one of Norway's best pension schemes with beneficial mortgages and good insurance schemes.
- Salary in position as Advisor (SKO 1434), is NOK 630.000 - 730 000 per year, 2 percent is deducted in statutory contributions to the State Pension Fund.

Read more about the benefits of working in the public sector at [Employer Portal](#).

Inclusive worklife and diversity at UiO

Inclusion and diversity are a strength. The University of Oslo has a personnel policy objective of achieving a balanced gender composition. Furthermore, we want employees with diverse professional expertise, life experience and perspectives.

If there are qualified applicants with disabilities, employment gaps or immigrant background, we will invite at least one applicant from each of these categories to an interview.

We hope that you will apply for the position.

Application

Applications should be written in English and include:

- Application letter (not more than 3 pages) describing your interest in the field of global development and your specific reasons for applying for this particular position.
- CV listing relevant education including grades, experience, and qualifications.
- An example of written work (such as a Master's thesis or other publication).
- Names and contact details of at least two referees.

Application with attachments must be submitted via our recruitment system Jobbnorge, click "Apply for the position".

When applying for the position, we ask you to retrieve your education results from [Vitnemålsportalen.no](#). If your education results are not available through Vitnemålsportalen, we ask you to upload copies of your transcripts or grades. Please note that all documentation must be in English or a Scandinavian language.

General information

The best qualified candidates will invited for interviews.

Applicant lists can be published in accordance with [Norwegian Freedom of Information Act](#) § 25. When you apply for a position with us, your name will appear on the public applicant list. It is possible to request to be excluded from this list. You must justify why you want an exemption from publication and we will then decide whether we can grant your request. If we can't, you will hear from us.

Contact information:

Questions regarding the position may be addressed to Professor Dan Banik (dan.banik@globe.uio.no)

University of Oslo

The University of Oslo is Norway's oldest and highest ranked educational and research institution, with 26 500 students and 7 200 employees. With its broad range of academic disciplines and internationally recognised research communities, UiO is an important contributor to society.

Centre for Global Sustainability will open on 1 June 2025 at the University of Oslo.

The centre aims to enhance the interdisciplinary research, education, and dissemination needed for a sustainable and more equitable future globally. It will serve as an attractive meeting place for students, researchers and external partners.

Centre for Global Sustainability builds on the University of Oslo's extensive portfolio of sustainability-relevant research across sciences, medicine, social sciences and humanities. The university seeks to further strengthen this by facilitating greater collaboration, with a centre structure that can accommodate both permanent and temporary research environments across various disciplines.

Approximately 80 staff members from different university departments will be part of the centre upon its inception. Amongst these are researchers currently affiliated with Centre for Development and the Environment (SUM). SUM will be dissolved as a separate centre, while all employees, ongoing research projects, and study programmes will become part of the new centre.

For more information please visit: <https://www.uio.no/english/about/climate-environment/sustainability-hub.html>

Additional information

Place of service:

- Boks 1072 Blindern 0316 Oslo (Oslo Municipality)
- Sandakerveien 130 0484 Oslo (Oslo Municipality)