

BIPM Secondment opportunity to the BIPM Executive and Meetings Office

Support to the Organization of the *Conférence Générale des Poids et Mesures* (CGPM) and exploration of new communication technologies.

The International Bureau of Weights and Measures (BIPM) is an intergovernmental organization whose mandate is to provide the basis for a coherent system of measurements throughout the world, traceable to the International System of Units (SI). The BIPM is based in Sèvres, in the outskirts of Paris (France), and has an international staff of about 70.

Further information can be found on www.bipm.org.

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| Office: | BIPM Executive and Meetings Office |
| Deadline for applications: | 1st September 2021 (midnight Paris time) |
| Expected Duration: | from mid-October 2021 to December 2022 |
| Contract: | Part-time Secondment (on-site and/or on-line) |

The opportunity

The BIPM has an opportunity for a staff member from a National Metrology Institute (or a Designated Institute) to undertake a part-time secondment in the Executive and Meetings office.

The BIPM is seeking a secondee to support the preparation and planning of the 27th meeting of the CGPM, and to explore the opportunity for the BIPM to use innovative new on-line meeting platforms.

Candidate specification

The candidate must have experience in organizing events, both on-site and on-line, in handling relationships with participants from all over the world. The candidate must be passionate for this work and wish to share their knowledge and build their experience.

Working language is English. Knowledge of French will be useful.

The role will be part-time and can be divided in different phases with different workload to be agreed with the candidate. It will be possible to carry out a significant part of the work remotely.

Objectives

- To contribute to the planning of a successful meeting of the CGPM with a global participation;
- To contribute to the implementation of plans to facilitate interactivity at the meeting including the use of a secure voting system;
- To evaluate the possible future use of new on-line meeting platforms for improving communication among CCs, NMIs, and the worldwide metrology community.

Conditions

The BIPM will contribute to the living expenses whilst working on site in Sèvres. The secondee remains an employee of his/her Institute.

A secondment contract will be arranged. This role is not remunerated by the BIPM and the home institute would be required to fund the time and to release the candidate from his/her other activities sufficiently to give this role the agreed time.

The BIPM will also provide support in facilitating the issuance of specific visas and in finding local furnished accommodation while on site if need be.

Further information and Applications

Information can, in the first instance, be addressed directly to cfellag@bipm.org Mrs Céline FELLAG ARIQUET, Head of the BIPM Executive and Meetings Office.

Applications should include a CV, a cover letter detailing the availability of the candidate to carry out the work on a part-time basis and a proposal for how work can be carried out by combining activities carried out on-site (BIPM headquarters in Sèvres) and also by teleworking remotely.

References and a letter of support from the Institution Direction to be sent to cfellag@bipm.org by midnight, Paris time, on 1st September 2021.