Call for Applications
Post/s of Research Support Officer I or II

Institute of Digital Games

1. Applications are invited for the post of a full-time Research Support Officer to work with the Institute of Digital Games, University of Malta on a definite contract basis, renewed annually for up to three years.

2. Applicants must be in possession of a first degree, ideally in the humanities, social sciences, computer sciences or design. The applicants will also ideally be in possession of a Masters Degree. Priority will be given to applicants with at least two years of administrative experience. Previous experience in the following areas will also be considered an advantage:
   - Event planning and organisation.
   - Social media marketing and web marketing.
   - Developing, updating and maintaining websites.
   - Familiarity with graphic design software.
   - A portfolio of work in the visual arts.
   - Research project handling and management.
   - A solid understanding of the games world ranging from digital games to board games. That includes aspects of game research, game culture, game education and the game industry.

   The applicant must possess strong communication skills particularly with excellent written and spoken English and have strong social skills. The position will require a person who is organised, dependable and able to work on their own initiative.

3. This post carries an annual salary of €20,800 for those with a first degree (Research Support Officer I), or €24,960 for those with a Masters degree (Research Support Officer II).

4. Candidates should submit their letter of application, a copy of their curriculum vitae and copies of their certificates. Applications must be sent by e-mail to projects.hrmd@um.edu.mt and should be received by not later than noon of Friday, 12th February 2016.

   Late applications will not be considered.

   N.B. Kindly indicate the Project/Department/Centre/Institute you are applying for.

5. Further information may be obtained from the Office for Human Resources Management and Development, Administration Building, Room 215, or from the website: http://www.um.edu.mt/hrmd/vacancies.

Office of the University,
Msida, 18th January 2016
Call for Applications
Post/s of Research Officer I or II
Institute of Digital Games

Further Information

The Institute of Digital Games was established in 2013 at the University of Malta to deliver world-class, postgraduate education and research in Game Studies, Game Design and Game Technology. The international team of researchers at the Institute come from a variety of disciplinary backgrounds including: Literature, Media Studies, Computer Science, Engineering, Human-Computer Interaction and Design. The Institute has strong links with the game industry as well as local and international public institutions.

The main duties of the Research Support Officer will include:

- Administrative assistance for the Institute.
- Maintenance of the Institute website.
- Social media and web presence marketing of the Institute’s educational programs and research activities.
- Planning and organisation of game-relevant events and activities.
- Handling and co-management of the Institute’s research projects.

The appointee is expected to work at such places and during such hours as may be determined by the University authorities.

The selection procedure will involve:

a. scrutiny of qualifications and experience claimed and supported by testimonials and/or certificates (copies to be included with the application); and
b. an interview and/or extended interview.

This post is for a period of three years, renewed annually, which will be subject to a probationary period of 1 year and to the provisions of the Statutes, Regulations and Bye-Laws of the University of Malta which are now or which may hereafter be in force.

Office of the University,
Msida, 18th January 2016