

DIRECTOR POSITION INSTITUT LAUE LANGEVIN

The Institut Laue Langevin (ILL) is an international science research facility, specialising in neutron scattering, based around a high flux reactor. The ILL is a French private company in Grenoble, France based on an intergovernmental convention signed by France, Germany and the UK. The ILL is owned and funded by the Associates: France, Germany and the UK; with additional funding provided by another ten countries on a medium-term contractual basis.

The UK Associate of the ILL, the Science and Technology Facilities Council (STFC), part of UK Research and Innovation (UKRI), is seeking a Director for the ILL, a post that will become vacant from the 01 October 2021. The appointment is for a fixed term of five years and is based in Grenoble; the post is subject to administrative screening¹ and non-European citizens might require a work permit. The contract of employment will be between the successful candidate and the ILL. The position is offered as a fulltime post.

The post requires a scientist of international standing, with experience of neutron scattering, who can bring vision, leadership and strong management skills to the role to ensure that the ILL remains at the forefront of world activity. As the UK nominee, the post-holder will also be required to act as the interface between the ILL and the STFC. It is therefore expected that the applicant will have a good knowledge of the UK Research Council system and of the UK research community. A good working knowledge of French, or a willingness to become proficient on appointment, is essential for this post. Knowledge of German would be desirable but not essential.

If you wish to be considered for this post, please submit a full CV and a covering letter which clearly states why you are interested in the post and your suitability for it. The names and contact details of three referees and an indication of your salary expectations should also be provided.

Applications, **to arrive no later than 30th June 2020**, should be sent to:
ILLDirectorRecruitment@stfc.ukri.org

Interviews will be held in London on 3rd and 4th September 2020; second interviews, if necessary, on 18th September.

Information on the ILL is available from their web pages (<http://www.ill.eu/>).
Information on the STFC is available at <https://stfc.ukri.org/>.
Information on the UK Research and Innovation is available at <https://www.ukri.org/>.

Informal enquires should be addressed to ILLDirectorRecruitment@stfc.ukri.org.
No agencies please.

¹ "Administrative screening" is carried out by the French security services and allows the individual to enter the controlled zone area in which ILL sits; this process can take up to three weeks.

PROFILE: DIRECTOR OF THE INSTITUT LAUE LANGEVIN

The Director is the manager of the Institut Laue Langevin (ILL), which is an association governed by French civil law (société civile de droit privé). In this capacity, the Director assumes the duties defined in Articles 1845 and following of the French Code civil². This includes:

- Powers to perform any management duties required in the interests of the ILL
- Powers to commit the ILL in its relations with third parties, through acts falling within the Institute's corporate aims
- Individual responsibility for the ILL and third parties, as concerns infringements of the laws and regulations, violation of the statutes, management errors s/he has committed

The Director may delegate some of the powers in their possession to their team.

General responsibilities of the Director:

- Comply with, and ensure that the ILL staff comply with, the legal and regulatory provisions
- Comply and ensure compliance with all the internal procedures, rules and regulations applicable at the ILL (organisational and Director's notes, Management Board decisions, etc.)
- Manage and organise the ILL (supervision of staff, coordination of activities, management of the service budget, etc.)
- Define the ILL's overall strategy and ensure that the ILL and its resources are managed as well as possible
- Define and implement ILL's science policy and procedures with the aim of ensuring and reinforcing its international reputation in neutron science and technology
- Take responsibility for the ILL's scientific activities
- Give and withdraw powers to act in the ILL's name, by written notice
- Consult the Scientific Council on the preparation of the scientific programme, on the use of the technical and scientific installations, and on the preparation of the parts of the budgets concerning the ILL's scientific activities
- Chair the meetings of the directors and Management Board

² The provisions listed in the text are applicable to all civil societies in France that have the same legal status of the ILL. The most important points of that legal status are stated in the text above.

Joint responsibilities of the Director and Associate Directors:

The Director must closely work with the Associate Directors in the exercise of their duties, whatever the area of activity. They may delegate certain areas of activity to the Associate Directors.

The responsibilities described below are shared by all the directors:

- Define the ILL's scientific strategy and potential areas of development allowing the ILL to reinforce its leading position.
- Discuss questions concerning the scientific staff, and the nomination of ILL's permanent scientists and its PhD students.
- Define the ILL's long-term strategy for instrumentation and neutron delivery
- Define important investments (in consultation if necessary, with the Head of the Reactor Division).
- Define the annual and multi-annual reactor operating schedule, together with the Head of the Reactor Division.
- Define the long-term scientific collaborations, including scientific partnerships and other forms of cooperation.
- Oversee the preparation of the multiannual financial estimates, including the staff development plan by the Head of the Administration Division.
- Prepare the meetings of the Scientific Council and Steering Committee.
- Ensure good liaison with the respective Associate(s), Scientific Members and user community.

Essential criteria for the role:

- Proven, effective management and leadership skills.
- A scientific background with a reputation of high international standing in a relevant field.
- Strong communication skills (verbal and written) with the ability to present, influence and negotiate.
- Ability to ensure that the facility is operated in a manner that is compliant with legal framework, the regulatory decisions and recommendations of the ASN safety authority; this will require close working with the Head of the Reactor Division.
- Good team working skills.
- Ability to work effectively with other senior ILL managers as part of a team, as a member of the ILL Management Board, and representing the ILL to third parties, external committees and sub-committees.
- Ability to understand complex financial issues.
- Ability to deal with personnel issues in a confident, but sensitive, manner.
- Good working knowledge of French, or a willingness to become proficient on appointment.

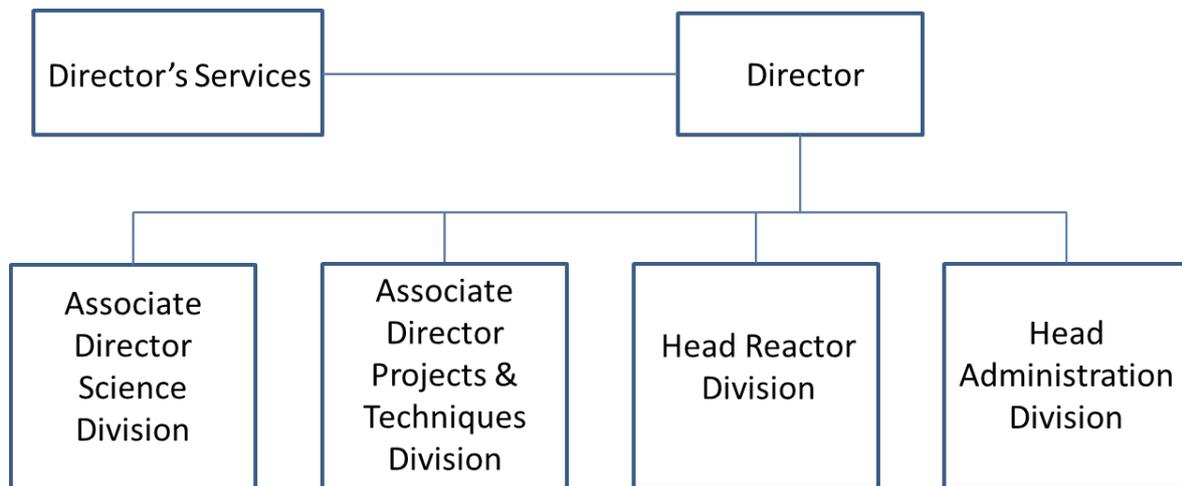
Desirable criteria for the role:

- Experience in neutron scattering.
- Experience and understanding of the technical basis of neutron instrumentation / science.
- An understanding of the French working culture.
- Fluency in French language skills.
- Knowledge of German language skills.

Further information concerning the role of the Director at the ILL

1. General

The general management structure of the ILL is as follows:



The Director is the Chief Executive of the ILL. They are responsible for pursuing the policy and objectives defined by the Associates and the Steering Committee. The Director, the two Associate Directors and the Heads of the Reactor and Administration Divisions constitute the Management Board of the Institute, which is chaired by the Director.

The two Associate Directors share with the Director of the ILL the responsibility for ensuring the continuing successful operation of the ILL as well as its future development. They must together have the vision, leadership and skills which ensure that the ILL's instrument capability, and consequently its scientific output, remains at the forefront of world activity.

The Director and two Associate Directors each have special responsibilities for interfacing with their national Associates and with their national user communities and for the selection and general supervision of thesis students from their national universities.

2. Tasks common to all Directors and Heads of Division in the area of their responsibilities

- Corporate management through the Management Board.
- Development of scientific, technical and administrative proposals and related cost estimates.
- Preparation of multiannual budgets and forward staffing plans.
- Proposals for annual budgets and staffing plans.
- Proposals for employment of related staff.
- Personnel management of related staff.

- Proposals for all purchasing.
- Decisions on purchasing and contracts within the limits of the respective budget line and according to delegation.
- Application of the Internal Rules and Procedures of the ILL.

3. Services that report directly to the Director

The following services report directly to the Director:

- health physics, radioprotection, environmental monitoring, nuclear waste management and safety service.
- medical service.
- risk management and compliance unit.
- communication unit.
- European office.

4. Specific information on the risk management and compliance unit

The Compliance, Risk and Nuclear Safety Unit (Cellule Qualité, Sûreté, Risk, (CQSR) reports directly to the director. The CQSR is responsible for ILL's Integrated Management System (IMS) and assures the compliance of ILL's processes with respect to regulations, the implementation of these processes as well as their internal control. These three activities have been highlighted as main areas of attention and improvement by the Autorité de Sûreté Nucléaire (ASN; the French Nuclear Safety Authority). If deficiencies are detected in the processes, their implementation or their internal control at the ILL, the ASN will attribute these deficiencies directly to the CQSR and, therefore, to the Director. To limit the exposure to sanctions the Director, who is not an expert in this domain, thus must be able to rely on a highly professional CQSR unit. In particular, the head of the CQSR holds a very important position within ILL's organization.

The ASN expects today that the ILL Directors demonstrate a close involvement in all matters relating to Compliance, Safety and Risk. For example:

- The Director is expected to be present at the ILL when pre-organised inspections by the ASN take place.
- The Director General of the ASN may insist on hearing directly from the Director on the reasons / proposed corrective actions concerning any short-comings detected during inspections.

The precise articulation of the Directors' involvement in matters relating to Compliance, Safety and Risk has been the subject of several recent requests by the ASN following the inspection of ILL's IMS. The ILL has responded to this request by formalizing the creating of several internal reporting channels:

- Weekly meetings that involve the Directors, the Head of the CQSR, the Direction of the Director of the Reactor Division, and the Head of the Nuclear Safety Group (Cellule Sûreté (CS)) as well as of the Radioprotection and Environment Service are organized.
- In addition, the head of the CQSR reports monthly to the Management Board.

All discussion in these meetings must be completely traceable as the ASN has requested permission to inspect the minutes of these meetings.

5. Working with other organisations on the EPN Grenoble campus

The ILL is situated on the [European Photon and Neutron \(EPN\) Science Campus](#) in Grenoble. ILL shares the site with other international user facilities such as the [ESRF](#) and the [European Molecular Biology Laboratory \(EMBL\)](#) outstation in Grenoble, as well as the French laboratory [Institut de Biologie Structurale](#). Several common services e.g. site entrance, medical service, the site restaurant and guest house, are shared with one or more of these other organisations. The Director is expected to work collegiately across the campus to ensure the efficient provision of all common services.