



### ***New Zealand – Germany Science and Space Coordinator and National Contact Point for Cluster 4 (Space)***

- **Develop scientific connections between New Zealand and Germany.**
- **Advise the Ministry of Business, Innovation and Employment on strategic opportunities in priority areas.**
- **Engage with key stakeholders in Germany, including the Fraunhofer Society (and its institutes) and the Federal Ministry for Education and Research (BMBF).**
- **Act as New Zealand’s Horizon Europe National Contact Point for Cluster 4 (Space) and support New Zealand aerospace sector to participate in Horizon Europe.**

### **About the New Zealand – Germany science relationship**

New Zealand’s bilateral science relationship with Germany is underpinned by a 1977 Science and Technology Cooperation Agreement. Since 1979 this relationship has been supported by a New Zealand-Germany Science and Space Coordinator, employed by the Ministry of Business, Innovation and Employment (MBIE) and funded through Catalyst: Influence.

The Coordinator is expected to identify and support the development of connections with German research institutions that could contribute to the work of MBIE’s International Science Partnerships team and the Government’s strategic goals for Science, Innovation and Technology, and Space.

In 2025, MBIE and the German Federal Ministry for Education and Research (BMBF) mutually agreed to two priorities for science engagement, including artificial intelligence, and polar, marine and climate research. Additionally, MBIE has six priorities for the Catalyst Fund – quantum technology, health and biomedicine, biotechnologies, artificial intelligence, space and earth observation, and Antarctic research. The Coordinator is expected to support these priorities. Any changes to these priorities will be communicated by MBIE.

This role will involve working with a range of organisations and partners in Germany, including BMBF, Fraunhofer Society (and its institutes), the Helmholtz Society, the German Research Foundation (DFG), the Alexander von Humboldt Foundation, and the Max Planck Society. The Coordinator will also have to work with a range of New Zealand stakeholders, including the New Zealand Embassy in Berlin, research organisations, businesses involved in science and innovation, and the space sector.

The Coordinator will work closely with MBIE’s International Science Partnerships team to develop the NZ-Germany bilateral relationship. This includes providing information on key developments, advising on areas of opportunity in priority areas, and supporting and advising on inward and outbound visits by members of both countries’ respective Science, Innovation and Technology systems. This will also involve working closely with MBIE’s Europe Counsellor for Science and Innovation, who is based in Brussels.

The Coordinator is also expected to undertake at least one trip, funded by MBIE, of at least two weeks’ duration, to Germany during the term of the contract.





## **Obligations as a Horizon Europe National Contact Point**

In 2023, New Zealand associated to Pillar 2 (Global Challenges and European Industrial Competitiveness) of Horizon Europe, the European Union's Framework Programme for Research and Innovation. Given Germany's expertise in aerospace research and success in Pillar 2, the Coordinator will also act as New Zealand's National Contact Point for Cluster 4 (Space) of Horizon Europe.

Therefore, it is desirable that the Coordinator has experience working either on research related to Space or in the Space sector.

*Note the NCP aspect of the role may end in July 2027, subject to decisions on association to the future European Union Framework Programme 10, and decisions on the overall NCP structure at that time.*

## **The role of National Contact Points (NCPs)**

The mission of NCPs is to promote and publicise the Horizon Europe opportunities among the research, development and innovation community, and to assist, advise, and train the community on the how the programme operates. The functions of NCPs include providing:

- Guidance on choosing relevant Horizon Europe topics and types of action
- Advice on administrative procedures and contractual issues
- Training and assistance on proposal writing
- Distribution of documentation (forms, guidelines, manuals etc.)
- Assistance in partner search

As the NCP for the Space aspect of Cluster 4 (Digital, Industry and Space), the Coordinator will be responsible for supporting the participation of the New Zealand space sector in Horizon Europe. This will involve corresponding with stakeholders where support is required; meeting and making presentations to relevant New Zealand stakeholders and researchers, and proactively encouraging and enabling the participation of New Zealand researchers in Horizon Europe consortia and proposals. The Coordinator will be supported by MBIE's wider NCP structure, including an NCP with responsibility for the Digital and Industry components of Cluster 4.

Ideally, the Coordinator will be knowledgeable about Horizon Europe, as well as the objectives, principles and content of Horizon Europe Pillar 2, and the specific topics and calls within the current Work Programme.

Documentation and training on Horizon Europe will be available from MBIE and the European Commission.

## **Resourcing and time commitments**

The Coordinator will be appointed at 0.5 FTE for a period of 36 months, with a possibility for reappointment for another term.

The Coordinator will need to have flexibility to spread their commitment to meet the varying demands of the role over the annual funding cycle. For example, after an initial training period, the role may at times require whole weeks (e.g., attending a training event in Europe or



travelling to meet with stakeholders domestically), while at others it could be only a few hours per week (e.g., responding to email enquiries).

The Coordinator will likely be required to travel to Germany, and Europe more broadly, 1–3 times per year for training, networking and events. The Coordinator will at times also need to travel domestically to carry out their role, such as for networking and events.

### **Skills and experience**

The following skills are required for the role:

- Knowledge and experience of Horizon Europe, and the New Zealand and German science systems.
- Excellent communication skills and an ability to engage with a diversity of backgrounds.
- A commitment to acting on behalf of all New Zealand researchers and organisations.
- Previous experience in international research funding systems, particularly in Germany or Europe, would be an advantage.

Fluency in German is highly desirable, but not required.

Experience working either on research related to Space or in the Space sector is desirable.

The Coordinator must have a commitment to acting on behalf of all New Zealand researchers and organisations.

Finally, the Coordinator must be able to legally enter Germany and the European Union, including being able to obtain any necessary visa, if applicable.

### **Conflicts of interest**

In all circumstances, the Coordinator must act to avoid any real or perceived conflict of interest between their Coordinator activities and the rest of their professional activities, and must ensure that they provide equal treatment to all participants. The Coordinator must be able to act independently, guided by the principles of transparency and equal access to calls under Horizon Europe and, and not partial to the interests of individual stakeholders.

The Coordinator will be precluded from personally participating in any Horizon Europe proposals or projects in the Cluster for which you are acting as an NCP.

