Job offer: Project officer (innovation, rural development) at Euromontana

Our structure

Euromontana is the European association for cooperation and development of mountain areas. Created as a non-profit organisation in 1996, it now has about 70 members in 17 European States, in and outside the EU. Its aims are to promote mountain territories as territories with a future and to improve the quality of life of mountain populations, building on sustainable development models. To achieve these aims, Euromontana represents mountain communities to European institutions (European Commission, Parliament, Council...), conducts promotion actions (communication, events), organises cooperation among its members (networking and projects), and contributes to studies on sustainable mountain development. Operating with a small secretariat (2-5 people including trainees, from different origins), a key priority is to network with member organisations to assemble knowledge from different mountain regions and to make this available to decision-makers and mountain people. For more information, consult www.euromontana.org

Function: Project Officer

You will be under the responsibility of the Director of Euromontana and your responsibilities will include:

- **Development and management of European projects**: identification of promising project ideas, monitoring of funding opportunities and calls for proposals offering suitable funding sources, development of projects and daily technical and progressively financial management of these projects, including reporting.

  Euromontana is currently involved as partner with leadership on communication & dissemination on two Horizon 2020 projects: PEGASUS on ecosystem services linked to agriculture and forestry and SIMRA (on social innovation in marginalized rural areas, to start in April 2016) and on one Erasmus+ project on Silver Tourism. Euromontana has been in the past (and seeks to be involved in the future) in Interreg Europe projects and a variety of other funding schemes.

- **Follow-up of thematic themes**: follow-up of policy and regulatory developments on relevant themes identified as priorities by the Board of Directors, especially, but not only, in relation with the projects. Coordination of Euromontana network to build policy papers and concrete proposals on these themes; participation in expert groups or relevant meetings at European level in relation with these topics (lobbying and representation); communication to the public through Euromontana media (website and social networks) and to the Board. Current priority themes include innovation in rural development, agriculture, forestry, climate change...

- **Organisation of events**: under the responsibility of the Director, organisation of Euromontana events and project events such as European Mountain Conventions (next one
planned in October 2016 on climate change) and/or project conferences and various seminars and working sessions.

- **Network coordination and development:** interact with Euromontana members inside the network and with other organisations outside the network, with a view to increase the network’s visibility and develop membership base.

**Profile**

You have a **tertiary education degree (Masters, 5 years),** in domains matching your future responsibilities (such as in agriculture, forestry, rural development, innovation or mountain development), with previous **relevant experience of 1 to 3 years.** Experience should be related to either a sector that is relevant to **mountain development** or **network coordination** at national level or European level, including project management or functions requiring similar levels of relational and analytical skills. A good command of subjects related to territorial policies (ideally mountains) will be a plus as will be a thorough understanding of European policy making.

You have an **excellent professional command of French and English,** the two working languages of Euromontana that you will have to use in your daily communication. A third language will be a plus. You have a good command of Microsoft office tools.

**Dynamic, enthusiastic and motivated,** you know how to get fully involved in your function, face a heavy work load and effectively organise your own time taking into account interaction with other staff members and project partners. **You work well under pressure** and are available to travel for work. You can easily appropriate the values of your organisation to carry them out politically, consolidating your messages with scientific arguments. Comfortable in a small organisation, you are not afraid of **multitasking** and are solutions-oriented.

**Open-minded,** you have **excellent relational skills** and can interact in a positive way with counterparts from different cultures and backgrounds, on complex political subjects. You have **good written and oral communication, analysis, synthesis and negotiation skills.**

**Timing**

**Start:** 1st July 2016.

**Contract type:** VIE (Volontariat International en Entreprise) for one year, renewable for another year. Please note that to be eligible under this contract, the applicant should be under 29 years old when he/she start the contract and registered in the VIE database before having 28 years old. For more information: click [here](#).

**Job location:** Euromontana Brussels office, with frequent travels in Europe.

**Remuneration:** 1746,60€/month (fixed rate defined for the VIE contract in Belgium).

**Interviews:** April 2016 in Brussels.

**Application to be sent by 31/03/2016 to:** Marie Clotteau, Director at: info@euromontana.org – with object of the email mentioning “**Policy Officer at Euromontana – Your name**, including a **concise CV** (Europass format not compulsory) and a **maximum 2-page cover letter** explaining why you are
interested in working at Euromontana and why you think your profile matches our needs. Only targeted applications will be analysed. Please note that candidatures will be treaded on a 1st came 1st served basis.

**Do not apply if you don’t fulfill the criteria to have a VIE.**
Please use the function «ask for a receipt of reception » of your email if you wish to make sure the email has been received.