



EURAC

**Réseau européen pour l'Afrique centrale
European network for Central Africa**

Recruits a

Director (M/F)

EurAc is looking for a dynamic person to lead the coordination of its network and the strategic direction of its work. The ideal candidate will have a proven track record in NGO management and advocacy experience with the European Union (EU) and Governments.

EurAc is the network of European NGOs active in Burundi, the Democratic Republic of Congo (DRC) and Rwanda in the areas of advocacy, development, human rights and humanitarian aid. The network's 40 members, based in 11 European countries, gather together in EurAc in order to advocate for more coherent diplomatic efforts and political intervention by the European Union (EU) and its Member States as well as by the United Nations. EurAc pushes the international community to respond more effectively to the needs and views of the people in the Great Lakes countries. EurAc's members share the same concerns towards the structural causes of under-development and conflicts. More information can be found on the network's website: www.eurac-network.org.

EurAc is looking for a Director to coordinate its network as of 1st June 2017 (start date negotiable).

We are looking for a person with strong leadership and team building skills to successfully develop and implement EurAc's new strategy 2018-2020 and its related operational plan. The ideal candidate is a dynamic, open-minded person with knowledge of EU – Africa relations, experience of advocacy, and working for and with civil society both in the South and in Europe, as well as, an understanding of the functioning of a network. Good management, communication, networking and facilitating skills are essential in order to create a positive, effective and constructive working environment in the secretariat as well as the network.

The post has the objective to develop and implement lobby positions and activities, to support member organisations in their activities and advocacy work, to contribute to context analysis, to facilitate internal EurAc communication processes and to coordinate the network. EurAc's advocacy work is focused on issues related to democratisation, security and natural resources. The Director is responsible for coordinating EurAc's work on Democratisation and Security Sector Reform while supporting and overseeing the work in the field of Natural resources.

The post is at the Secretariat based in Brussels and involves travelling to the Great Lakes region. The Director is accountable to EurAc's Board.

Key responsibilities

The Director is responsible for the coordination of the team, the network and its advocacy work.

Specific responsibilities include the following:

- Develop the Strategic Plan 2018-2020 in close cooperation with the network's members;
- Lead the network advocacy on peace, democracy and development in the Great Lakes region and represent EurAc with different stakeholders including governments and international institutions that are the target of its advocacy;
- Coordinate the work of the Secretariat with a team of 3 people, including a programme and policy officer and a communication and advocacy officer;
- Prepare and ensure the follow-up of EurAc's Board meetings and the General Assembly;
- Contribute to the definition of advocacy strategies aimed at influencing EU policies towards Rwanda, Burundi and DRC and autonomously implement lobby activities;
- Follow and identify opportunities in order to timely influence European Institutions and Member States;
- Ensure the coordination and facilitation of thematic working group(s);
- Contribute to annual, quarterly and monthly planning of and reporting on the work of the secretariat;
- Stimulate the exchange of information and dialogue among EurAc's members, and support their advocacy towards their respective governments;
- Represent EurAc in Europe and in the Great Lakes region;
- Ensure the financial management of the organisation;
- Ensure all other relevant communication and networking activities.

Knowledge and skills

- At least five years of advocacy experience with a developed acumen for political opportunities in an international setting;
- Knowledge of the structure and functioning of the European Union;
- Knowledge and experience of the African political context and ideally of the Great Lakes region;
- Experience of working in a multi stakeholder context with members and board;
- Organisational management experience ;
- Capable of motivating working groups and assuming leadership;
- Excellent written and oral communication skills, including the ability of addressing large publics on complex issues;
- Excellent organisational skills;
- Solid research and analytical skills;
- Previous experience in applying for and managing EU funds is a plus;
- Proven interpersonal skills, including the ability to establish professional relations with a large group of partners;
- Ability to manage deadlines and set up priorities;
- Proven reporting capacity
- Team spirit, flexibility and ability to take initiative
- Fluent in English and French

Travel

- Willingness to travel in Europe and in the Great Lakes region, including in unstable regions

EurAc is offering a permanent contract. Monthly gross salary is defined according to experience (between 3500 and 4500 euros gross per month). Benefits include local transportation and meal vouchers.

How to apply:

The current post holder, Donatella Rostagno, is available for further information. Please send a curriculum vitae and a motivation letter (in French or English) specifying why you think you are suitable for the role, to donatella.rostagno@eurac-network.org. Indicate "Application Director position" in the subject.

Please submit your application documents saved according to the following model: Family name_DIR_CV and Family name_DIR_motivation letter

The closing date for the applications is 3 April 2017.

Shortlisted candidates will sit a written test on 21 April 2017.

Final interviews will take place in Brussels on 5 May 2017

Preferred starting date is 1st June 2017.