

**eurAC**

European network  
for central africa

## Vacancy announcement

**The European Network for Central Africa (EurAc) is recruiting a**

**Director**

**NGO sector – Full-time job, Open-ended contract  
Brussels, Belgium**

### Description of the organisation

The European Network for Central Africa (**EurAc**), created in 2003, brings together 36 European civil society organisations working in and on this region and supporting local civil society. EurAc advocates for coherent and strong European policies that promote peace, inclusive political participation, sustainable and equitable management of natural resources and full respect for human rights in the Great Lakes region. Within this framework, EurAc aims to target the European institutions in Brussels, the level of the Member States (capitals) and the representations on the ground (European Delegations, embassies), depending on the issue.

### Description of the function

In charge of a team of 3 people working in liaison with EurAc's Board of Directors, the director oversees the organisation's activities. He/she animates, prioritises, coordinates, and supervises the execution of daily tasks. He/she represents EurAc at meetings with political decision-makers, European institutions, and any other interlocutor.

He/she is in charge of proposing, leading and implementing the network's project, actions and activities. As such, he/she is accountable to the Board of Directors, with which he/she is in close contact, and to the General Assembly of members.

### Main activities

- He/she carries out analysis and strategic intelligence work on advocacy issues and on countries in the Great Lakes region in order to feed EurAc's positioning and missions.
- He/she develops a vision and reinforces the dynamics of the network of European civil society organisations.
- He/she contributes to the development of advocacy strategies together with the members of the network.

- In the short term, he/she will participate in the finalization of the external evaluation and the new strategic plan currently being elaborated. He/she will be responsible for its implementation over the next few years.
- He/she will be able to develop partnerships, create a dynamic of networking around a project and advocacy strategies and identify the fundraising actions to be undertaken
- He/she is able to propose relevant changes in the organization of the work of the secretariat and in EurAc's missions.
- He/she guides the secretariat team, coordinates activities, prioritizes and supervises the execution of tasks within set deadlines. He/she acts transparently and, if necessary, knows how to delegate.
- He/she ensures the quality of the work (reports, analyses, etc.).
- He/she has a thorough knowledge of the advocacy issues and is able to (co)define the appropriate strategies, to implement them, and identify the right targets to be reached, within the specific dynamics of the European network.
- He/she knows how to position oneself in a complex interplay of multiple actors so to advance the organization's strategies.
- He/she is comfortable speaking in public (conferences, advocacy meetings, etc.) in French and English.

## Desired profile

With a strong sense of responsibility, he/she brings skills and proven experience in advocacy to the organisation's missions. With an in-depth knowledge of the Great Lakes region<sup>1</sup> (Burundi, DRC, Rwanda) and the issues addressed by EurAc, he/she has proven professional experiences in or on the region. Experience with other countries in the region will also be highly appreciated.

Equipped with very good analytical skills, he/she develops solid analyses and formulates precise arguments and policy recommendations. Moreover, he/she is familiar with the landscape of European institutions, institutional donors, solidarity actors in Europe and civil societies in the countries concerned.

He/she knows how to communicate and promote the work of the organisation towards its members and different audiences. He/she has a significant experience in team management and / or leadership, network animation, with excellent listening skills and a benevolent spirit. He/she ensures the well-being at work of his/her collaborators by organizing the life of the secretariat.

Concretely,

- Proven experience in management, team leadership and network management in the NGO sector;
- Experience in the management and life of a network, and familiar with network-dynamics;
- In-depth knowledge of advocacy issues and strategies on natural resources and human rights promotion in the targeted area. Knowledge of issues of mineral supply chains from the region is appreciated;
- Good adaptability in a multicultural environment;
- Sense of responsibility, responsiveness, and discretion;
- Ability to prioritise work;
- Stress management;

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<sup>1</sup> An in-depth knowledge of issues relating to the exploitation of natural resources (minerals, etc.) and human rights is necessary.

- Ability to take initiative, rigor and good organization;
- Knowledge of the functioning and experience in the management of a network;
- Excellent listening and mediation skills, attitude towards consensus building;
- Interest in EurAc's missions and adherence to the organization's vision and values;
- Advanced knowledge of office automation tools: Office Pack, databases;
- Fluent English and French (written, read and spoken), knowledge of other European languages is a plus;
- General knowledge of Belgian social and labour law, management, sector regulations is appreciated.

## Contract & remuneration

- The position is to be filled as soon as possible, ideally **from 7<sup>th</sup> of November 2020**;
- This is a full-time position on an open-ended contract;
- The job will be located at EurAc's headquarters: rue Stevin 115, 1000 Brussels, Belgium (with the possibility of teleworking depending on the epidemic situation);
- The gross monthly salary is defined according to the level of experience according to the CP329.02 scales of the Walloon Region;
- Transport reimbursed (if applicable) and meal vouchers;
- Available for missions in the Great Lakes region / Central Africa.

The candidate should be available for missions in the Great Lakes region.

## Application process

To apply, please send your curriculum vitae and a cover letter (in English or French) detailing your interest in this position, as well as at least two references/contact persons to the attention of Amal Hamich ([amal.hamich@eurac-network.org](mailto:amal.hamich@eurac-network.org)) before **25<sup>th</sup> of October 2020**.

Please submit your application documents saved with the following title: « **NAME\_DIR\_CV** » and « **NAME\_DIR\_cover letter** ».

Deadline for receipt of applications: October 25, 2020.

EurAc reserves the right to finalise the process before the date indicated. Anyone sending an application will receive a reply.

*As an employer, EurAc is committed to guarantee the equal and decent treatment of current and future employees regardless of race, nationality, religion, ethnic origins, gender, marital status, caring responsibilities, sexual orientation, disability, or chronic illness.*