

VACANCY NOTICE

For our office in Brussels, we are looking for a full time **Development Partnerships Officer**.

Function:

- Responsible for the TUDCN policy work on effectiveness and quality in trade union development cooperation
- Facilitating cooperation and partnerships among trade unions in development cooperation programmes
- Developing and coordinating training curricula to improve the capacity of trade union organisations in the planning, monitoring and evaluation of development programmes
- Raising the visibility and facilitating the implementation of the Trade Union Development Effectiveness Profile – TUDEP and processing results from same
- Researching and implementing innovative methodological tools to support the organisational capacity and capacity development of member organisations
- Liaising with relevant CSO platforms working on development effectiveness
- Writing meeting reports and policy documents
- Assisting with the follow-up to and reporting from the network meetings and making the results more visible for the affiliated organisations and other stakeholders
- Contributing to the narrative and evidence-based programme reporting to the current donors.

Qualifications required:

- Excellent knowledge of methodologies in planning, monitoring and evaluation in development programmes, as well as training skills
- Sound knowledge and experience of trade unions programme implementation in developing countries
- Strong coordination and facilitation skills
- Familiar with development cooperation policies and debates on development effectiveness
- English, French (and/or Spanish) fluent (native or comparable)
- Familiar with and interested in working in a trade union environment.

We offer an attractive salary and significant extra-legal benefits. We are an Equal-Opportunity employer and we encourage appropriately-qualified women, candidates from developing countries and members of minorities to apply.

Closing date: 31 January 2014

Applications: Vik Meeuws, Human Resources Director
vik.meeuws@ituc-csi.org