

Vacancy notice

Permanent contract

Department: ESP / Trade Union Development Cooperation Network (TUDCN)

Post: **Advocacy Officer**

Responsible for the TUDCN work on EU development cooperation policies and instruments

Job description:

- Engaging in policies and debates at the EU institutions (EC, EP and Council) level for policy formulation purposes;
- Participating and representing the network in meetings at institutional level, including EU financial instruments consultations;
- Producing briefings and meeting reports for the members;
- Producing position papers and statements advocating the priorities of the members;
- Liaising with development CSOs platforms and further developing up alliances;
- Facilitating the work of the TUDCN working group on EU development policies and instruments;
- Liaising the EU advocacy work with other TUDCN working areas (OECD/DAC and GPEDC);
- Organising and coordinating research on relevant themes relating to development policies;
- Writing articles for the TUDCN newsletter;
- Follow-up to and reporting from the network meetings and making the results visible for the affiliated organisations and other stakeholders;
- Contributing to the narrative and evidence-based programme reporting to the current donors.

Qualifications required:

- Strong knowledge of EU development cooperation policies, instruments and debates;
- Excellent oral communication skills;
- Excellent writing and editing abilities;
- Knowledgeable about research coordination and inquiry methods;
- Familiar with working in a constituency-based/umbrella organisation;
- Fluent in the use of basic and relevant office software;
- Excellent command in English and in either French or Spanish. The coverage of all these three languages will be considered as an asset;
- 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: 15 November 2015

Applications: Applications should be sent, together with CV, to Vik Meeuws, Human Resources Director
vik.meeuws@ituc-csi.org