

Key Expert 4 – Lead Institutional Development and Knowledge Sharing (Senior)

Location: Brussels, Remote

Duration: One year (plus a possible three-year extension)

Job Description:

Supports the Team Leader in fulfilling his/her tasks and responsibilities. He/she provides technical leadership in his/her area of expertise.

> Qualifications and skills

- Master's Degree (or equivalent diploma). In its absence, the Master's Degree can be replaced by a Bachelor's Degree (or equivalent diploma) plus 2 years of professional experience, in addition to the minimum general professional experience required.
- Ability to operate in English at C1 level for reading, speaking and writing skills according to the Common European Framework of Reference for Languages as demonstrated by certificate or by past relevant experience.
- Excellent communication and analytical skills demonstrated by past professional experience.
- A postgraduate diploma or degree in project/programme management, international relations/development cooperation, political science, law, economics, business management, organisational learning, or education & training sciences is an asset.
- Knowledge of French, Spanish and/or Portuguese is an asset.

> General professional experience

- At least 12 years professional experience in knowledge sharing and/or institutional development in the field of external action.

> Specific professional experience

- At least 12 years of professional experience in coordinating institutional development and capacity building projects related to EU international cooperation or within international organisations.
- At least 10 successfully completed assignments related to capacity development activities for public sector institutions as Senior Expert intervening at the different steps of the intervention cycle management.
- Demonstrated knowledge of the intervention cycle management methodology and the associated learning processes.
- Ability to manage collective/participatory processes and engaging with stakeholders.
- Demonstrated team management and organisational skills (refer to tasks in project management and/or team leader etc.).
- Experience in EU international cooperation and external action policies, instruments and implementation modalities is an asset.