

Policy and Advocacy Adviser

Financing and Funding for Sustainable Development

(maternity cover starting in March 2025 for 7 months)

Brussels Belgium

CONCORD is seeking a highly-motivated Policy and Advocacy Adviser to steer our work on Financing and Funding for Sustainable Development (FFSD).

ABOUT CONCORD

CONCORD is the European Confederation of NGOs working on sustainable development and international cooperation. We are made up of member organisations: 26 national platforms, 25 international networks and 7 associate members that represent over 2,600 NGOs, supported by millions of people across Europe.

We work together to ensure that European policies promote equal, just and inclusive societies in a sustainable world.

You will join a team of highly motivated professionals who are committed to accelerating transformation towards a more equal and sustainable society. It is important for CONCORD that any new member of the team adheres to our values of solidarity, non-discrimination, collaboration, integrity and respect and for whom this motivation is a reason for choosing CONCORD. You will join an organisation that is well-established and a highly respected interlocutor of EU institutions on international cooperation with a successful track-record in influencing the EU Multiannual Financial Framework.

CONCORD is an equal opportunity employer and is committed to ensuring diversity, equality and inclusion within our organisation. We strongly encourage applicants from diverse backgrounds to apply and will consider all applicants for all positions without regard to race, colour, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

CONCORD isn't however currently able to sponsor a work visa so please only apply if you have a valid work permit for Belgium.

ROLE SPECIFICATION

The purpose of this role is to provide expert input and to support CONCORD members to shape CONCORD's advocacy work on financing and funding for sustainable development, in alignment with our vision, strategy and values. You will contribute to the work of the other advisers within the Secretariat in order to achieve our joint aim of transformational change in EU policy, funding and practice. You will support the communication team in contributing to the visibility of CONCORD's work.

Key areas of responsibility

- Coordinate and steer CONCORD's FFSD work with members, including planning and reporting
- Drive and further our advocacy and evidence on funding for CSOs through EU international cooperation, building on CONCORD's Lion's Share Report and other relevant CONCORD positions
- Facilitate regular meetings with our members working on FFSD to ensure that information, intelligence and analysis circulates fluidly
- Develop CONCORD positions with members on FFSD
- Promote political dialogue and build relationships with the EU institutions
- Hold regular meetings and negotiations with allies for coordinated FFSD advocacy
- Coordinate closely with the Policy and Advocacy team
- Analyse and respond to European and international policy processes and trends that are relevant to financing and funding for sustainable development
- Coordinate with and support communications colleagues in contributing to the visibility and impact of our FFSD recommendations
- Contribute to overall policy and advocacy work and internal coordination and collaboration
- Represent the Confederation in relevant governance, planning, intelligence and advocacy meetings
- Support the peer-to-peer capacity-building of members to better engage in national, EU, partner country and international advocacy initiatives

Person Specification

The successful candidate will understand and be committed to CONCORD's vision and goals and be able to contribute to CONCORD's ambition to pursue a transformational agenda at EU level.

Knowledge

- Academic background or professional experience in the international development and/or human rights sector
- Sound understanding of gender equality
- Good understanding of EU policy-making and influencing processes and strategies

Experience

- At least 5 years of relevant professional experience (excluding internships) in policy and advocacy work
- Experience in advocacy towards the EU with proven track record of policy and advocacy successes
- Experience of writing briefings or reports on international cooperation or related issues
- Experience of organising events and coordinating different entities
- Familiarity with the EU budget and programming processes and documents
- Familiarity with EU/global financial architecture and funding modalities

Skills

- Politically astute, with well-honed policy analysis skills, including an ability to analyse political and policy trends and to develop strategic advocacy positions that imply transformative change
- Excellent interpersonal and communication skills and collegial approach, including tactful but effective facilitation to build consensus
- Strong planning and organisational skills, particularly the ability to plan and execute research that contributes to advocacy positions
- Team player; proactive; self-starter
- Capable networker, able to coordinate and operate effectively in coalitions;
- Confidence and fluency in communicating to external audiences on CONCORD's work in your areas of focus
- Fluent level written and spoken English; working knowledge of French desirable

Conditions of Employment:**Contract:** maternity cover full-time position ("CDD")**Location:** Brussels, Belgium**Gross salary:** from €3975 per month, depending on experience**Other benefits:** 'thirteenth month'; holiday allowance; hospitalisation insurance; affiliation to pension scheme; meal vouchers and a monthly commuting allowance on local public transport or by bicycle.

The position reports to the Head of Advocacy.

If you are interested, please upload your CV (max. 2 pages, no photo) and cover letter (max. one page) explaining your motivation and fit for the role, via the portal below. The CV and cover letter must be submitted as one document. Only applications and CVs written in English will be accepted.

The closing date for applications is close of business on **6 January 2025**. Only short-listed candidates will be contacted. First round interviews will take place on **15-16 January 2025**.
Ideal start date: **2nd week of March 2025**

There is no possibility for visa sponsorship. You should have a valid work permit to work in Belgium.

