

Gender and Equity Expert Consultant (GEEC)

Vacancy – Terms of reference

Job description

JOB TITLE: Gender and Equity Expert Consultant (GEEC)

LOCATION: LifeWatch ERIC SSO – ICT-Core - FEDERTECH premises in Andalusia (Spain)

POSITION: Independent expert consultant, 12-month period, yearly renewable

FUNDING RESOURCES: LifeWatch ERIC, Andalusia ERDF Projects

Main responsibilities

- S/he will take care to address the drivers of systemic gender inequality, through the development, design and implementation of gender equity initiatives, in order to deliver on LifeWatch ERIC's commitment to gender equality as an organisational priority and important social and economic goals;
- S/he will apply strategic thinking to develop and implement initiatives that promote gender equity in LifeWatch ERIC Communities of Practice;
- S/he will engage with stakeholders across the organisation to build capacity and embed best practice in gender equity;
- S/he will co-design, develop and deploy evidence-informed initiatives, tailored to meet the needs of LifeWatch ERIC, with the aim of delivering long-term sustainable balance;
- Therefore, s/he will create, coordinate and implement the LifeWatch ERIC Gender Equity Action Plan and related frameworks, strategies and action plans;

- S/he will collaborate with, and provide advice and support to members of the Staff (in particular to the Executive Board Members) about projects, activities, events and service provision on issues relating to gender equity;
- S/he will facilitate training, capacity building and networking opportunities for staff throughout the LifeWatch ERIC Common Facilities and the Distributed Centres.

The ideal candidate should meet the following requirements:

- Proven previous experience in related tasks in international environments and international organisations (UN, etc.);
- Minimum five-year experience in a similar position;
- Excellent presentation and reporting skills, fluency in written and spoken Spanish (C2) (SSO Offices premises hosted by Spain);
- Excellent reporting skills, fluency in written and spoken English (C2), the working language of LifeWatch ERIC;
- Knowledge of other European languages, although not a requirement, will be taken into consideration;
- Proven expert practice of international public and private sectors, not-for-profit financial administration;
- Experience in preparing reporting on quality standards;
- Data and organisational analysis skills for reports;
- Ability to work under tight deadlines with changing priorities, availability to occasionally work beyond office hours and on weekends as required;
- Availability to travel abroad accompanying the rest of the office staff;
- A high-standard work ethic.

ASSETS

- Understanding of the structure, functioning and regulation of International Bodies and Organisations, in particular those related to the United Nations;
- Accredited professional experience in Gender Issues and Equity;
- Accredited professional experience and knowledge (courses, etc.) on green and circular economy initiatives (environmental, biodiversity, renewable energies, smart cities, recycling, etc.).

The vacancy is subject to the following procedure

- A **short covering letter** and **Curriculum Vitae**¹ (EUROPASS format and annexes, 10 pages at the most) shall be submitted to the Chief Executive Officer-CEO ceo@lifewatch.eu by **1 December 2021**. Please write "**Gender and Equity Expert Consultant (GEEC)**" in the email subject;
- The selection process will follow the Internal Rules of LW ERIC;
- S/he will have a consultancy contract for a 12-month period, yearly renewable. A competitive gross payment, based on the qualifications and experience of the candidate, will be offered. The contract will be subject to Spanish law;
- This position is a full-time service. Optionally, her/his main office may be located at the LifeWatch ERIC SSO – ICT-Core - FEDERTECH premises in Seville (Spain), without prejudice to the establishment of others in the future;
- Start date in office for the appointed person: **December 2021**.

¹ Special note for Italian market: According to Italian Privacy Protection Law n. 196/03 any Curriculum Vitae not mentioning explicitly the following wording: 'I authorise the use of my personal data in accordance with Italian Privacy Protection Law (30/06/2003, n. 196/03)' will be automatically deleted from our database and consequently not taken into consideration.