



Vacancy: Project Advisor for the North Sea Region Programme Joint Secretariat

The North Sea Region Programme Secretariat is looking for a skilled advisor with experience in project development and administration. This is an exciting opportunity for professionals who want to develop their experience in a European working environment specialised in transnational and European regional development co-operation.

The advisor will work within the team structure of the Joint Secretariat. Day to day responsibilities will include assessment of project ideas, proposals and applications, checking and monitoring progress of project activities and giving advice to project developers as well as to ongoing projects.

The work will be varied and includes also supporting promotion, support and training activities about the programme, drafting texts and articles, writing special reports and further develop the monitoring tools available.

Candidate Profile

The ideal candidate will have a relevant degree and working experience from project development, assessment of project applications, project reporting and administration, preferably in an Interreg context. We expect a strong background in the following fields:

A background from a research and/or public administrations environment as well as experience and an interest in regional development is desirable. Experience in working with project finances will be an advantage. The successful candidate will likely have at least some years of working experience in the field.

The chosen candidate will have excellent written and spoken English and an interest in European policy issues.

Essential qualifications

- Degree in relevant subject, i.e., spatial planning, geography, economics or related fields
- Working experience in project development, coordination and administration
- Excellent spoken and written English including drafting skills in English



Desirable qualifications

- Experience with project finances
- Experience in regional development and knowledge about Interreg
- Project management
- International working experience
- Team working experience
- Ability to communicate in one or more languages of the North Sea Region

Deadlines & other

The salary level will be related to qualifications. The job is located in Viborg, Denmark and will involve travelling to programme events in the participating countries of the Programme. The closing date for applications is 2 May 2018. Interviews will be held upon agreement in Viborg, Denmark in weeks 19 and 20 (7-18 May). The start date is as soon as possible and latest 1st September 2018.

For more information on the North Sea Region Programme, go to www.northsearegion.eu.
For questions, please contact Lise Espersen: lise.espersen@northsearegion.eu

If you are interested in applying for this post, please send your CV and a supporting letter via e-mail to: info@northsearegion.eu.