



ADVERTISEMENT

Vacancy Project Development and Communications Officer

The North Sea Region Programme Secretariat is looking for a skilled officer with experience in project development and communications. 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 officer will work within the Project Development and Communications Unit. The day to day responsibilities will include checking and monitoring the progress of project activities and giving advice to ongoing projects. The role will also include updating and maintenance of programme communications and information material including the programme website (daily updates and also strategic input) and social media platforms. The work will be varied and includes also promotion activities about the programme at seminars and conferences, drafting texts and articles, writing special reports and to further develop the communication and monitoring tools available.

At this stage of programme implementation a special focus will be on closing projects and capturing their final outcomes with a view to making them visible towards different stakeholder groups.

Candidate Profile

The ideal candidate will have a relevant degree and working experience from project development and project coordination and/or communications or media. We expect a strong background at least in one of the following two fields:

- **Project Development**
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 indicators and statistics will be an advantage.
- **Communications**
A strong interest and understanding of how to use the web and social media to improve programme communications is important. Proficiency in CMS is important. Experience from private sector media or marketing is desirable. 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. communications, business administration, spatial planning, geography, economics or related fields

- Working experience in either or both project development or communications
- Excellent spoken and written English including drafting skills in English

Desirable qualifications

- CMS and database development experience
- Web and new media development in a professional business and administrative context

- Indicators and statistics experience
- Experience in regional development and knowledge about Interreg

- International working experience
- Team working experience
- Ability to communicate in one or more other languages of the North Sea Region

Other

The contract will be until the end of 2013. The salary level will be related to qualifications. The job is located in Viborg, Denmark and will involve travelling to events in the participating countries of the Programme. The closing date for applications is 10th of February 2012. Interviews will be held upon agreement in Viborg, Denmark in March; anticipated in week 10.

For more information go to www.northsearegion.eu. For questions please contact the unit manager Carsten Westerholt: carsten.westerholt@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.