



CALL FOR A SOCIAL POLICY COORDINATOR

SOLIDAR is a network of Civil Society Organisations (CSOs) working to advance social justice in Europe and worldwide. With 60 member organisations based in 29 countries (24 of which are EU countries), member organisations are national CSOs in Europe, as well as some non-EU and EU-wide organisations, working in one or more of our fields of activity. SOLIDAR voices the values of its member organisations to the EU and international institutions across the three main policy sectors: social affairs, lifelong learning, and international cooperation.

If you are analytical, engaged, systematic, and with a burning heart for progressive development, social rights, and European politics – this is the position for you!

With a firm belief in the European labor and citizen's movements particular role in these trying times of Europe, experience in policy analysis and with a background in policy analysis, project management, and working in a network you want to contribute with your knowledge, skills and experience to further the aims of our movement.

SOLIDAR is currently looking for a Social Policy Coordinator for the Social Affairs pillar who can start **as soon as possible**. You will be responsible for coordinating the work of the Social Affairs pillar in dialogue with the Secretary General, the line-management of its team, and the administration of the operating grant funded by the European Commission program EaSI.

What do we offer?

- Committed and spirited colleagues and a lively work environment defined by high degree of professionalism combined with friendly collegiality.
- A full-time permanent position, conditions are according to Belgian legislation. The candidate should be authorized to live and work in Belgium.
- Preferred starting date: *as soon as possible*
- Holiday allowance and 13th month pay
- Hospitalisation insurance, representation allowance, transport allowance and lunch vouchers

Main responsibilities:

- Engage SOLIDAR members in the advocacy and policy making through the SOLIDAR Social Affairs Forum and the activities of the annual work programme founded by the European Commission operating grant EaSI.
- Develop and promote the positioning of SOLIDAR with regards to the EU social policy agenda, the European Pillar of Social Rights, the European

- Semester, social services, and the SDGs, in close cooperation with the Communications Officer and other coordinators, to ensure timely distribution and promotion of hard-hitting policy messages
- Develop and implement the work programme and activities related to the operating grant funded by the EC programme EaSI (meetings, roundtables, publications, study visits, trainings and roundtables etc), including support to financial and administrative management and further engagement around the programme.
 - Strengthen alliances and lead on key partnerships that support SOLIDAR's advocacy aims and develop strong relationships with relevant stakeholders across the EU institutions, key stakeholders, social partners, and other NGO networks.
 - Supervise the work on migration and social integration as part of the annual work programme and related projects.
 - Coordinate the input of SOLIDAR and its members in relevant consultation processes, such as the CIVICUS Monitor.
 - Represent SOLIDAR in relevant coordination meetings, working groups of platforms (the Social Platform, Social Services Europe, SDG Watch Europe) and partners' organisations, as well as externally when appropriate.
 - Take a leading role in the development of projects by drafting project proposals and by managing projects internally, together with project partners and project officers.
 - Recruit and supervise service providers and consultants hired to contribute to the successful delivery of SOLIDAR's work programme.

Knowledge and experience

- Experience from the labour and citizen movement in Europe as an activist or through work.
- Proven experience in advocacy and policy at European and Member State level
- Educational background in social policy, political science, economics, or a related field; or, proven equivalent practical experience.
- Proven knowledge of the EU's macroeconomic governance as well as of a range of EU policies in EU social affairs.
- Expertise on EU policy-making processes and on monitoring, analysing and responding to identified opportunities for strategic engagement with EU institutions.
- Demonstrable experience of speaking at and contributing to public events.
- Experience in managing staff and projects.
- High degree of attention to detail, commitment to quality and ability to prioritise tasks.

Skills and abilities

- Adheres to SOLIDAR's values of solidarity, equality, and participation.
- Strong interpersonal skills.

- Politically minded, with track record of successful advocacy outcomes.
- Excellent planning and co-ordination skills; flexible attitude ready to adjust priorities as required.
- Ability to communicate in a clear, concise, and compelling manner to a wide range of audiences and proven record of effective messaging.
- Demonstrated networking skills.
- Excellent written and spoken English, the knowledge of another EU language is desirable.

How to apply

If you are interested in applying to the position of Social Policy Coordinator please send us:

- Your CV of max. 2 pages
- A motivational letter explaining why you are interested in the position and think you have the right profile for the job.

Email: vacancies@solidar.org

Your application should be addressed to Pascale Charhon, Finance and Human Resources Coordinator

Use the subject line 'Social Policy Coordinator application – Your Surname'

If you have any questions regarding the position you are welcome to contact the current coordinator Laura de Bonfils: laura.debonfils@solidar.org

Interviews only for short-listed candidates.

Deadline to apply: 6 June 2020