



CIDSE is an international alliance of Catholic development agencies. Its members share a common strategy in their efforts to eradicate poverty and establish global justice. CIDSE's advocacy work covers global governance, resources for development, climate justice, food - sustainable agriculture and trade, EU development policy and business & human rights.

The CIDSE Secretariat, located in Brussels, is currently looking for a

### **POLICY and ADVOCACY OFFICER**

to join its team as soon as possible. The position is full-time, part-time is possible with a minimum 75%.

#### **Purpose of the job:**

- To facilitate the implementation of the advocacy strategy of the network, in particular as regards food security, sustainable agriculture and trade.
- To contribute to CIDSE's broader advocacy strategy and network-wide effort on rethinking development as well as unsustainable societal and economic paradigms.

#### **Your responsibilities will include:**

- Facilitation and coordination of CIDSE advocacy groups (team building, planning, implementation, evaluation and reporting);
- Promotion of policy analysis, facilitating policy formation, strategy formulation and intelligence sharing;
- Facilitation and organisation of concrete lobby, advocacy and campaign initiatives and other projects as assigned;
- Networking and building coalitions for joint advocacy with other NGOs and networks worldwide;
- Liaising with and representing CIDSE at EU institutions and international institutions like the UN, as well as specialized bodies like the CFS, FAO, WTO and others;
- Public speaking at events, reporting to CIDSE bodies.

#### **Your profile:**

- At least 3 years' experience in NGO/NGO networks' policy and advocacy activities;
- Knowledge of political decision-making processes relevant for the mission of CIDSE and in particular for food security;
- Relevant education / university degree;
- Good multi-tasker with result-oriented organisational, planning, communication and writing skills;
- Experience in facilitating groups and steering processes with different stakeholders, capacity to make judgments; experience with project-team-management is an asset;
- Experience in working with Southern Civil Society Organisations. Field experience is an asset;
- Strong interest and understanding of development related policies and the NGO community, ability to apply gender analysis is an asset;
- Commitment to CIDSE values and mission and interest to work for a network of Catholic development NGOs;
- Good team work / independent working skills and ability to work in a network and multi-cultural NGO environment;
- Innovative, strategic and analytic skills;
- An encouraging and service delivery professional attitude;
- Excellent written and spoken English and good French (Spanish, German as well as other languages will be an asset);
- Advanced computer skills;
- Ability to travel.

**CIDSE offers:**

- the opportunity to work in an international organisation with a dynamic international team;
- the opportunity to work with CIDSE member organisations, allies and partners worldwide;
- the opportunity to work in the Brussels EU-Quarter;
- an interesting and challenging job;
- a gross salary in the range of Euro 3000 per month, plus End of Year Allocation (13th month salary) and holiday allowance (95% month salary). Additional benefits: extra pension insurance scheme, loss of salary insurance, hospitalisation insurance, meal checks (worth some Euro 100 per month);
- 21 days of holiday per year plus 5 days extra in addition incl. days between Christmas and the New Year.

For more information about CIDSE please visit our website [www.cidse.org](http://www.cidse.org)

**Please send your CV and cover letter by 8/01/2014 to: [recruitment@cidse.org](mailto:recruitment@cidse.org) or to:**

CIDSE Secretariat - Attn: Secretary General

16, rue Stévin

1000 Brussels, Belgium

Fax: + 32 - 2 - 230 70 82

**Interviews will be held in January 2014**