



Fixed-term contract/CDD: Project manager (M/F)

RURENER is building its working team. If you are a convinced European, an enthusiastic believer in sustainable development and are looking for a fulfilling internship, here is your chance to join us!

The organization:

RURENER is a European network of rural communities engaged in the energy transition. Our vision is to build a European Union self-conscious of the potentials of its territories, and especially its rural territories, to realize the energy transition. By addressing the energy issues, we promote a transversal approach of rural development. Through our members' experiences, we highlight the crucial role of rural territories to make the energy transition a reality in Europe, and we seek to make rural territories' voice heard and acknowledged in Brussels.

Our missions:

- Be the **voice of rural European communities** in the fight against climate change
- Promote the **sharing of good practices** and concrete **cooperation** between European communities.
- Give these communities the **tools** to elaborate and conduct their **energy strategy**.
- **Promote technical, organizational and social innovations** experienced in the field

Project managers' tasks:

The position focuses on two main missions: the monitoring of EU projects and the development and animation of the network.

The first mission will consist of the building of new European cooperation projects...:

- Identifying partners from EU countries,
- Building and facilitating consortiums,
- Building a work plan with detailed activities
- Building a budget aligned with the EU programmes' requirements

... And in the conduct of funded projects:

- Monitoring the project's advancement (monitoring report, measuring the monitoring indicators, reporting on quality control and risk management, day-to-day monitoring),
- Activity and financial reporting (registering of expenses and related justification documents, making of the execution reports)
- Conduct of activities (depending on your profile, activities can be shared between you and the other members of the RURENER team)

These tasks will be conducted with the support of the RURENER team, relying on their knowledge of ongoing projects and experience.

Our main current project is the COLEOPTER project, funded by the European Regional Development Fund through the Interreg Sudoe programme. This project involves 8 partners in France, Spain and Portugal and aims at developing a consensus-building based approach of energy efficiency in public buildings. As the project leader, RURENER assumes the role of coordination with the different partners (reporting, project meetings, financial monitoring...). Operationally, RURENER is in charge of activities related to the conduct of territorial dialogue to build the participative approach of the project, and communication and dissemination of the project.



You will contribute to the day-to-day management of the project, fully immersed in the environment of EU projects. In addition, you will be involved in the dissemination of the project's first results via the development of on and offline communication activities and materials.

In addition to the COLEOPTER project, you will contribute to other projects involving RURENER both at the building and development phases. Indeed, the period of January to June is particularly busy between calls for new project proposals and answers from previously submitted applications.

This fixed-term contract could lead to a long-term contract in case of successful project applications, which is why we are looking for highly motivated candidates, sharing RURENER's vision and values and willing to take up the challenge of a developing organization.

The second mission you will have is related to the development and animation of the RURENER network. Relying on your interpersonal skills and other communication skills (website, social media, Newsletter), you will develop RURENER's communication strategy and nurture the link with our members (rural municipalities or groups of municipalities across Europe). This will include the promotion and diffusion of RURENER latest tools and activities, the direct contact with the members to collect their needs for support and the participation in meetings at the EU level to bring up their voice to European decision-makers. The growth of the network is an every-day work and you will be mobilized to identify and meet new potential members. The activities developed within this mission remain open and we are expecting you to bring new ideas into the network!

What we expect from you is a great energy and motivation to keep up the network's dynamic!

Profile:

- Master's in European affairs, international cooperation, political science; or any other relevant field
- Strong interpersonal skills;
- Ability to mobilize a diversity of stakeholders and stimulate exchanges among them;
- Knowledge in European/international lobbying in the energy transition sector;
- Interest for the energy transition in rural territories is necessary;
- Fluent use of English is essential (written/spoken); fluency in at least one other EU languages will be strongly appreciated
- Research and analysis skills (ability to summarize, good writing skills, forceful page layout)
- Use of online communication tools (social media, MailChimp, Wordpress, etc);
- Past experience in a non-profit organization will be valued.

Type of position: Fixed-term contract (possibility to evolve to a long-term contract); with the possibility to commit part time (not below 80%)

Minimum duration: 7 months starting in January 2021

Place: Clermont-Ferrand (63000), France and business trips in Europe (if the sanitary context allows it); open to other locations in France and Europe for highly self-managed workers)

Minimum salary: 1600 € gross revenue per month + transportation costs

How to apply: If this offer fits your skills and ambitions, please send your CV and cover letter to Céline Seince at rurener@gmail.com before December 20th 2020. We are excited to read about you!