



Job Vacancy

Area Lead - Common Agricultural Policy (CAP) and Food

Location: Brussels office

Contract: The contract will be on a permanent basis (under Belgian law, a 'contrat à durée indéterminée')

Salary scale: € 42000 - € 49500

Application deadline: 9 April, 2021

About IEEP

The Institute for European Environmental Policy (IEEP) is a leading sustainability think tank. Over the past forty years IEEP has been a key player in European environmental policy development in a range of areas, including agriculture, biodiversity, low-carbon circular economy and natural resources, global challenges and trade, SDGs as well as governance. Our multidisciplinary and culturally diverse team undertakes research and consultancy work on the development, implementation and evaluation of environmental and related policies, particularly in Europe. We deliver research for a wide range of actors including the EU institutions, national and regional authorities in different European countries, the European Parliament, NGOs, the private sector as well as international bodies. IEEP is a founding member of Think Sustainable Europe (TSE), the first pan-European network of sustainability think tanks, TSE is dedicated to providing policymakers across the continent with sound, science-based analysis and recommendations as well as raising awareness of environmental challenges throughout Europe.

As regards agriculture and in particular EU's agricultural policy, IEEP has been closely involved in seeking to improve the environmental focus of the CAP over successive reforms since the 1980s. We provide informed analysis and innovative thinking to stimulate debates, building on our in-depth understanding of this policy area.

IEEP is an independent, not for profit, institute with an educational mandate. It has offices in HQs in Brussels and an office in London. For more information, please see our website: www.ieep.eu.

The Role

IEEP has a vacancy for a CAP and Food area lead. We are looking for a candidate who likes to take initiative and feels comfortable working in a small and dynamic team. The successful candidate will have expertise on the CAP, its past and ongoing reforms, they will also have a good understanding of EU food system, the farm to fork strategy and other existing and upcoming pieces of legislation impacting our food system.

IEEP offers a permanent contract under Belgian Law. The role is based in our Brussels office. The successful candidate will lead IEEPs work on CAP and Food, coordinating our activities in this area and the staff involved, working together with other area leads to deliver IEEPs strategic objectives. The post holder will in particular be responsible for fundraising and the management of the work portfolio, as well as making a distinctive contribution to the research and impact of our work. They will work on the analysis and development of EU policy primarily, but also at international and national level as necessary.

The successful candidate will join a cohesive, impact-oriented and supportive team that is committed to the professional development of all of its staff, and where the opportunities for learning and for making a difference are great. Candidates should be able to work in an intellectually challenging and fast-paced environment and meet firm deadlines. The post might require some travel, typically within Europe, but also outside on occasion.

Key responsibilities

The post carries the following responsibilities:

Strategic leadership

- To maintain a dynamic vision of the direction of the CAP and Food policy area within the Institute, to progress new thinking, percolate ideas and enshrine ongoing relevance to policy issues - in discussion with the Research Director and the Director of External Impact;
- To create strategic partnership on CAP and Food with other stakeholders (NGOs, private sector etc)
- To develop and maintain a good and diverse portfolio of income for the area;
- To have an overview and understanding of projects being carried out within the area, including their progress, profitability and impact;
- To identify opportunities for sharing, learning and cooperation with other area teams and identify synergies – developing cross-cutting ideas;
- To support and maintain quality control within the area with the assistance of the Research Director and External Impact Director;
- Be the external face of the area for the organisation, representing us at events and meetings as appropriate;
- In charge of monitoring of external impact and maintenance of MEL systems for the area.

Management duties

- Line management of area staff and interns as appropriate;
- Making proposals to the Research Director in terms of priorities and resource allocations for the area;
- Participate in the “Research Leadership Group” meetings – with other area leads and Director of research and meetings with the External Impact Director;
- Contribute actively to the implementation of institute-wide decisions and strategy within area teams (systems and procedures linked with projects; quality control systems);
- Contract manager for relevant associates.

Own Work

To contribute strategically to the CAP portfolio of IEEP, through project work and external impact work as appropriate. This may include work that is within or spans multiple areas.

How to apply

You believe your profile matches with the specifications above and you are eager to make a true difference in the debate around the future of our food system, do not wait any further and :

1. Fill in the application form that can be found on the [website](#). Follow the instructions contained within it, explaining your interest in the job and showing clearly how you meet the job and candidate requirements.
2. Send your completed application form to recruitment@ieep.eu, clearly marking the title of the email: **Area lead – CAP and Food**

All applications must reach us by 17:00 GMT on **9 April 2021**.

Due to anticipated interest in the post, we are unfortunately not able to reply to unsuccessful applicants. If you have not had a response to your application within two-weeks of the closing date you should assume you have been unsuccessful in your application.

IEEP strives to be an equal opportunities employer and undertakes that there shall be no discrimination in employment policies or salaries on grounds of race, ethnic origin, gender, disability, religious or similar belief, sexual orientation, age, gender reassignment or marital and civil partnership status.

IEEP PRIVACY POLICY

This statement explains how IEEP handles and uses personal data we collect about our applicants. Where in this statement we refer to 'we' or 'our' or 'us' we are referring to IEEP and where we refer to 'you' or 'your' we are referring to job applicants.

What information do we collect about you?

We collect information about you when you apply for a role with us. This data includes everything that is in your application form, as well as any other data that you provide us with at the application stage.

How will we use the information about you?

We collect your information for the purpose of the recruitment process for which you have applied for. If we feel that your profile fits an alternative role within IEEP, we may pass your information to other colleagues within our organisation.

We will not disclose your information to any company outside of the IEEP Organisation, unless required to do so by law.

We will not use your data for marketing purposes.

How long will we keep your information for?

If you are successful in your application, we will provide you with a new privacy policy upon offer of employment, which will supersede this policy.

If you are unsuccessful, we will keep your information on file for 6 months after the application deadline date, after which it will be deleted.

Access to your information and correction:

You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information, please write to us at the following address. We may make a small charge for this service.

We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.

How to contact us:

If you have any questions about this policy, or would like further information, please contact us at:

BELGIUM:

Rue Joseph II 36-38,
Bruxelles 1000,
Belgium
+ 32 (0)2 738 7482

UK:

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