



(Senior) Policy Analyst – CAP & Food

The Institute for European Environmental Policy (IEEP) is a leading sustainability think tank that has played a key role in European environmental policy development in the past 40 years in a range of relevant areas.

Regarding agriculture, IEEP has a reputation for excellence, having established its agriculture programme in the 1980s. For decades, IEEP has been closely involved in seeking to improve the environmental focus of the CAP and has been instrumental in major reforms to the CAP such as cross compliance and the 'greening'. Lately our focus has increasingly included food system sustainability and food policies more broadly. We provide informed analysis and innovative thinking to stimulate debates, building on our in-depth understanding of these policy areas.

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

The Role

As part of our continuous strive for quality and excellence, we are seeking to employ an experienced policy analyst in IEEP's CAP & Food programme. We are looking for a candidate who strives for impact, likes to take initiative and feels comfortable working in a small and dynamic team. The successful candidate will contribute to IEEP's role as a thought leader in EU agriculture and food policy.

The ideal candidate will have the following skills and attributes:

- An interest and enthusiasm in food systems transformation, the environment, and future sustainability in Europe;
- Bachelor's degree in a relevant discipline: for example, political science, environmental science, agricultural or environmental economics; Relevant postgraduate degree will be seen as an advantage;
- At least 3 years' relevant professional experience in the field of agriculture and/or food policy research;
- Strong quantitative and/or qualitative research skills and a corresponding list of project achievements and/or relevant publications;
- Strong analytical capacity, with the ability to both analyse existing policies, propose changes to these, and think of novel policy solutions;
- Experience in managing projects/tasks for EU institutions, such as H2020 projects, service contracts and/or other types of projects;
- Experience in drafting proposals for Commission service contracts, or grants (H2020, LIFE etc.). Good communication skills, in particular excellent written and spoken English and the ability to present information in a clear, concise and accessible style;
- Ability to work both independently and as part of a team;
- Ability to meet tight deadlines and deliver high-quality output with attention to detail;
- Knowledge of the EU's Common Agriculture Policy;

- Knowledge of food systems and food policy, and EU policies on land use, climate and trade that intersect with agriculture and food shall be considered as an asset.

The successful candidate will contribute to IEEP's work on CAP and Food, leading projects in this area and the staff involved, and will report to the Head of Programme. They will work primarily on the analysis and development of EU policy, 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 high. 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.

The working language is English but speaking another EU language would be an asset.

Key responsibilities

- Undertaking research, and drafting policy briefings and reports on agriculture/food policy at EU level and in Member States, along with other outputs such as blogs and public consultation responses;
- Contributing to the development of policy options to feed into the EU policy debate in the agriculture, food and sustainable land management field, influencing policy thinking in this area;
- Maintaining an up-to-date and detailed knowledge of agriculture and food policies at a European level and a broad overview of how these are implemented in EU Member States;
- Organising, facilitating and participating in workshops, seminars and other events involving experts in this policy area;
- Maintaining good relations and building new relations with a variety of external institutions and clients in the policy making/influencing arena, including the EU institutions, civil society and the private sector;
- External representation of IEEP at meetings and events;
- Support communication and disseminating activities in this policy area;
- Management of projects including project budgets;
- Project proposal development, including in a leading role;
- Contribute actively to the implementation of institute-wide decisions and strategy.

Conditions of Employment:

The contract offered for a one year period with the possibility of renewal.

Location: Brussels (other locations with the EU and UK will be considered)

Salary: Competitive

Additional benefits include: private pension scheme, lunch vouchers, reimbursement for public transport, 40 days remote working outside Belgium per annum as per our internal rules, one month paid sabbatical leave after five years with IEEP.

Application Process:

To be considered for this position, please send your CV and a short cover letter (max 1 page) to recruitment@ieep.eu, clearly marking the title of the email: 'IEEP – CAP&Food: [YOUR NAME]'.

Deadline for applications: Friday 26 April 2024

IEEP is an equal opportunities employer and welcomes applications from a diverse background of candidates, respecting inclusion, diversity and equality best practices in the recruitment process.

For further information on IEEP, please visit the IEEP website at www.ieep.eu

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:
11-15 William road
London NW 3ER
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