

## Job description

<b>Job Title</b>	<b>Advisor – Social affairs and innovation, external funding (Staff on Loan)</b>
<b>Organizational Unit / Duty Station</b>	Red Cross EU Office, Brussels
<b>Immediate Supervisor's Title</b>	Head of Social Inclusion Unit

### Organizational context (where the job is located in the Organization)

The International Federation of Red Cross and Red Crescent Societies (IFRC) is the world's largest volunteer-based humanitarian network, reaching 150 million people each year through our 190 National Societies. Together, we act before, during and after disasters and health emergencies to meet the needs and improve the lives of vulnerable people. We do so with impartiality as to nationality, race, gender, religious beliefs, class and political opinions.

The Red Cross EU Office is a partnership between the 29 member National Societies of the EU and Norway and the IFRC. Founded in 1983 the office ensures the representation of National Societies and the IFRC to the EU Institutions, Brussels based international and partner organisations, and NGO networks.

### Job purpose

The advisor provides support to the Social Inclusion Unit to monitor and engage with relevant EU and civil society actors to persuade them to act in the interest of the most vulnerable people and with full respect for the Fundamental Principles. The Social Inclusion Unit evaluates EU policy and legal documents in relation to EU policies regarding public health, employment and social affairs, social and regional cohesion, health and social services, education and youth, volunteering and citizenship, justice and fundamental rights, research and innovation, as well as EU legislation and funding across all policy areas. Attention is also paid to general EU policy developments insofar as they affect the most vulnerable groups in society e.g. the Europe 2020 strategy, the European Semester, the European Pillar of Social Rights, or the Sustainable Development Goals (SDGs). The Unit develops and coordinates Red Cross positions and contributions to major EU consultations, policy debates and operational issues. The Unit fosters continuous and close cooperation inside the movement with European Red Cross Red Crescent networks as well as outside the movement with health and social NGO networks e.g. Social Services Europe, Social Platform.

### Job duties and responsibilities

The advisor will be based within the Social Inclusion Unit and will contribute to the Red Cross EU Office Strategy 2014-2020.

#### Heighten Red Cross influence on EU policy, legislation and practice

- Monitor EU policy initiatives regarding employment, social affairs and inclusion;
- Monitor EU policy trends and developments regarding regional and social cohesion, growth and development;
- Monitor EU legislative actions (laws, rulings) with relevance for the health and social sector;

#### Increase EU resources for our work at home and abroad

- Explore ways to strengthen participation of National Societies, regional and local branches into the implementation of EU programmes and funds associated to social policies, cohesion policies, justice and fundamental rights, education and culture, youth and volunteering; Assist National Societies in participation and setting own initiatives regarding cross-border and transnational cooperation within the framework of respective EU programmes and funds e.g. Rights, Equality and Citizenship Programme, Justice Programme, Erasmus, Horizon, Interreg, etc.
- Supporting National Societies in accessing EU funds and implementing EU funded projects specifically in one of the following thematic areas:
  - Ageing, long-term care, support to independent living, health and well-being - or
  - Research and innovation - or
  - Volunteering and youth

#### Serve our members on EU-related issues

- Ensure exchange of timely and relevant information on EU health and social affairs, including information from European Commission, European Parliament and Council, European Economic and Social Committee, Committee of the Regions, EU level stakeholders and networks;
- Inform EU institutions and EU-level networks about Red Cross initiatives and best practice in the social sector;
- Establish and foster contacts to national and regional authority's representations in Brussels where relevant for social affairs;
- Update the website/intranet in relation to social policy issues;

**Support Social Inclusion Unit and Communication Team in exchanging good practise and innovative ideas among EUNS in the field of health, social, poverty, volunteering, external funding**

- Telling Red Cross stories from the field i.e. focus on local branches concerned with health, social, volunteering, etc.
- Support transfer of knowledge, good practise and innovative ideas among National Societies

**Duties applicable to all staff**

1.	Actively work towards the achievement of the Federation Secretariat's goals
2.	Abide by and work in accordance with the Red Cross and Red Crescent principles
3.	Perform any other work related duties and responsibilities that may be assigned by the line manager

**Position Requirements**

Education	Required	Preferred
University degree in political science, social sciences, health or other relevant subject	X	
Experience	Required	Preferred
At least 3 years of experience in health and/or social affairs	X	
Experience with a National Society and/or Red Cross/Red Crescent Movement	X	
Knowledge of RC action on ageing/health, research/innovation, or volunteering/youth	X	
Good understanding of the work of the EU institutions		X
Experience/knowledge of EU processes and working mechanisms		X
Experience/knowledge in managing relationships with external partners.	X	
Knowledge and Skills	Required	Preferred
Skilled at writing reports, papers and briefings	X	
Good understanding of the EU social policy trends		X
Interest in advocacy and interest representation	X	
Able to negotiate with strong sense of diplomacy and tact	X	
Ability to build consensus and broker common positions	X	
Good working knowledge of Word, Excel, Power Point	X	
Languages	Required	Preferred
Fluently spoken and written English	X	
Good command of another IFRC official language (French, Spanish or Arabic)		X
Other languages:		X
Competencies (to be filled in by HR)		
Professionalism		
Communications		
Teamwork		
Accountability		
Innovation		

**Sign off by Director**

Name: Denis Haveaux	Date: 03/07/2018	Signature:
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