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**ESPON EGTC
“EUROPEAN NODE FOR TERRITORIAL EVIDENCE”
LUXEMBOURG**

VACANCY

Project Expert/Data, Toolbox and IT

The ESPON EGTC based in Luxembourg is recruiting new permanent staff members to join the international team working on European territorial evidence relevant for policy making. The ESPON EGTC shall implement the Single Operation under the ESPON 2020 Cooperation Programme. New staff is supposed to take up their positions as early as possible in summer 2015 to support the implementation of the Single Operation.

What is the ESPON EGTC?

The ESPON EGTC is a European Grouping on Territorial Cooperation. As part of a renewal of ESPON it has been established according to European law to deliver the content envisaged by the ESPON 2020 Cooperation Programme. The ESPON EGTC is established with an Assembly including members of the 3 Belgian regions and Luxembourg, the latter hosting the ESPON EGTC.

What is the ESPON 2020 Cooperation programme?

The ESPON 2020 Cooperation Programme is related to EU Cohesion Policy and shall play the specific role supporting policy development, institutional capacity, effective policymaking and efficient public administration with European territorial evidence and in doing so pursue the following overarching mission:

- *ESPON 2020 shall continue the consolidation of a European Territorial Observatory Network and grow the provision and policy use of pan-European, comparable, systematic and reliable territorial evidence.*

The ESPON 2020 Cooperation Programme has a budget of almost 50 mio. Euro for the period 2014-2020 which is financed mainly by the European Commission, as well as by the 28 EU Member States and 4 Partner States, Iceland, Liechtenstein, Norway and Switzerland. Luxembourg is the Managing Authority.

What is the task of the EGTC?

The ESPON EGTC will as the Single Beneficiary of the ESPON 2020 Cooperation Programme receive a grant to implement:

- Applied research projects on themes defined by policy demand where the European process needs better information and evidence.
- Targeted analyses in cooperation with stakeholders from national, regional and local authorities as well as other programmes under European Structural Investment Funds and European Macro-regions.
- Observation and monitoring of territorial trends and dynamics within Europe as basis for policy consideration covering the entire European territory, its regions and cities as well as European Macro-regions.
- Development and maintenance of a “toolbox” relevant for information and use of the territorial evidence base including data and indicators in the ESPON Database as well as tools for territorial analyses, urban benchmarking, mapping, etc.
- Outreach activities at European level as well in the transnational and national context in order to promote the European perspective of territorial development and cohesion.

As an important element in the renewal of ESPON, the ESPON EGTC will be equipped to serve ongoing policy processes more direct upon demand delivering rapid analytical responses such as short papers, policy briefs, etc. based on the ESPON evidence base. At the same time, the ESPON EGTC will as legal entity have to ensure an impeccable management and procedural implementation of its activities. It has therefore decided to increase the number of staff in the ESPON EGTC.

At the time of contracting the post the ESPON EGTC is envisaged to include 12 permanent staff members that all have worked together at the ESPON Coordination Unit. Later in autumn 2015 it is envisaged to further enlarge the team in terms of management and communication capacity. The ESPON EGTC is envisaged by average to have 18-20 permanent staff.

The job as Project Expert/Data, Toolbox and IT

As Project Expert/Database, Toolbox and IT you will become responsible for the ESPON Database Portal, i.e. formulating, implementing and enforcing proper data collection and procedures, establishing data quality standards, ensuring that all data are properly integrated and accessible, as well as managing contracts with external service providers for the ESPON Database Portal.

Adjusting and adapting existing web-tools that are developed by external service providers will also be one of your tasks. Here you are expected to research, analyse and evaluate new technologies and makes recommendations for their deployment.

Your role will moreover be to support other project experts with technical activities and provide assistance related to the Database, Toolbox and IT elements, such as contributing with delivery of data and maps for analyses produced by the ESPON EGTC.

You will become the main contact to the external IT technical support hosting the ESPON website and providing technical IT support. In this respect, you will be handling all aspects of contract administration in cooperation with a financial colleague, including the establishment of service level agreements with service and software providers.

As project expert you will in addition be responsible for the management and development of the EGTC computer and printer park and support the EGTC staff with smaller IT-related issues, such as maintenance, upgrading or enhancing existing user systems, ensuring appropriate data security and access control, troubleshooting as well as design,

implementation and maintenance of the geographic information infrastructure, including servers, network, scanners and printers.

Qualifications required

You have a university degree related to (geographical) information systems, computer science or related fields and preferably 3-5 years of work experience related to IT support, data management, web applications, information technology and information management, in particular in systems analysis, database design and programming. Knowledge of several programming languages and hardware and software requirements is also required as well as strong analytical and problem-solving skills that can ensure proficiency in the development and implementation of systems with moderate level of complexity.

You possess good working knowledge of programming languages such as Java, Javascript and SQL. You are familiar with developing web applications in the context of making information available in a user-friendly way. You have proficiency in database analysis as well as good analytical skills for managing projects in the field of applied research and analysis. Moreover, knowledge and practical experience of the following GIS software is required: ArcGIS (ArcInfo, ArcEditor, ArcView (and extensions)).

Good communication skills in English are important in order to carry out the envisaged tasks. Administrative flair and experience as well as a service minded personality will be considered as additional advantages.

Applying for the posts

Your application shall include a brief letter expressing your motivation and expectations as well as your qualifications and experience in relation to the post. In addition, you shall submit your Curriculum Vitae including the main details concerning your professional experience and educational back ground of relevance for the post as well as the personal and language skills you may bring.

In case you are selected for the post you will be asked to present certified copies of your degree/diplomas as part of the contracting.

In case you want to apply for the vacant post please send your **application including your CV** by e-mail to **recruitment-Esponegtc@mat.etat.lu** indicating **Project Expert/Database, Toolbox and IT** in the **subject line of the email**.

Deadline for submitting an application is **16 June 2015 at 16.00**.

Selection procedure

The ESPON EGTC will establish a Selection Board, which will invite the best qualified candidates for an interview. Interviews are planned to take place in June 2015.

All interviews will take place in Luxembourg. The interviews will include a test as well as an oral interview.

In the selection process the ESPON EGTC applies a policy of equal gender.

Conditions

You will be contracted on an undetermined contract with the ESPON EGTC related to the implementation of the Single Operation of the ESPON 2020 Cooperation Programme. A competitive salary will be paid with regard to your experience.

You will have colleagues of many nationalities and be part of a working environment favouring cooperation and team work.

Information

You can get further information about the vacant post and the ESPON EGTC as well as on living conditions in Luxembourg by using the email address indicated above or by calling Mrs. Anouk Torres, acting secretary of the EGTC on 00352-247-86917.

More information on the ESPON 2020 Cooperation Programme and the ESPON EGTC can be accessed on <http://www.dat.public.lu/index.html>.

ESPON EGTC

c/o Ministère du Développement durable et des Infrastructures

Département de l'aménagement du territoire

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