



VACANCY

Director for Policy and Research

Brussels, Belgium

Grade D (100%)

UNI Europa, is seeking a Director for Policy and Research to:

Lead policy development and strategic foresight across our sectors on EU politics and collective bargaining

1 About UNI Europa, the European Services Workers Union

UNI Europa is the voice of 270 trade unions with 7 million members across Europe. We have a small and dynamic team with 26 staff based in Brussels, Belgium.

UNI Europa's strategy is to build power for working people through strong unions and collective bargaining. We work towards a social Europe with quality jobs and fair working conditions for everyone. UNI Europa promotes and advocates workers and trade union interests towards EU institutions, governments, employers' associations and multinational companies. UNI Europa is part of UNI Global Union.

2 About the Job

We are looking for an exceptional person in a key role: a strategic thinker with a strong track-record of successful policy development and research.

As Director for Policy and Research, you are responsible for leading our work on developing key policies and strategic foresight relating to the services industry in the context of EU policymaking, collective bargaining and the world of work generally. Key current issues include the impact of digitalisation and globalisation as well as a project on cutting-edge collective bargaining practice and thinking.

The ideal candidate will combine practical experiences with a strong knowledge of how relevant policies are shaped as well as a broad understanding of the challenges faced by services workers. Essential is the ability to bring together the contributions of UNI Europa's sectors and affiliates.

You will report to the UNI Europa Regional Secretary and will work closely with other members of the UNI Europa team and UNI Global Union, in particular the leads on EU affairs and communications, the Senior Advisor to the Regional Secretary and the Director for Communications.

3 Main tasks

- Strategic foresight, i.e. monitoring, analysis and assessment of medium-term trends with a view to proactively identify, develop and pursue new policy issues that will implement UNI Europa's strategic objectives.
- Developing and managing research projects from design through analysis to presentation and communication of findings.

- Representing UNI Europa vis-à-vis external actors and affiliates as well as within internal bodies; this includes organising and leading meetings and advocating UNI Europa positions.
- Drafting policy briefs, position papers and other communications material.
- Preparatory work and follow-up for the Regional Secretary.
- Promoting the visibility of UNI Europa, by communicating on activities effectively to affiliates and other relevant parties, including via the UNI Europa website and social media.
- Fostering and supporting the work of the different parts of UNI Europa (esp. sectors and groups) and coordinating activities across sectors.
- Developing and maintaining networks, efficient co-operation, good relations and contacts with all relevant external and internal parties (incl. affiliates, ETUC, other trade unions, EU institutions, researchers, employers, and NGOs).

4 The successful candidate

- Substantive experiences with a proven track record regarding leadership, research, project management and advocacy work, preferably in a membership or campaign-based organisation including trade unions, political parties or civil society organisations.
- Good knowledge of the European Union, including institutions, actors, processes and policies; and of public policy and what influences it.
- Good knowledge of collective bargaining processes and policies across Europe.
- Strong leadership skills; good inter-personal and partnership skills.
- Effective planning and time management skills, with the ability to prioritise and manage multiple tasks as well as a track record in achieving targets.
- Excellent written and spoken communication in English, including drafting and editing skills. Fluency in other European languages is a major advantage, especially French, German, Italian, Spanish, Swedish.
- An understanding of policy and political thinking and commitment to the values and goals of the trade union movement.

Distinct advantages are experiences in trade union work at national or international level, particularly regarding one or several industries covered by UNI Europa.

5 Remuneration and conditions

UNI Europa offers attractive conditions with a competitive salary and an attractive package of fringe benefits in line with seniority and work experience. This includes complementary hospital insurance and pension scheme.

6 How to apply

Applications to the position must be sent to Veronique Ernoult, Director Office Management and Human Resources, at ho.unieuropa@uniglobalunion.org with the subject heading "Vacancy – **Director for Policy and Research**" no later than **24 February 2020** and include:

- An application form (available from www.uniglobalunion.org/about-us/jobs).
- Cover letter focusing on how your experiences, skills and competencies will benefit the project.
- Relevant work certificates and diplomas.

Interviews are planned to take place in Brussels during March 2020.

7 Data management

To comply with data protection laws, UNI Europa does not retain unsuccessful candidate applications. If you would like to know about future employment opportunities, please visit our website where all our vacancies are posted <http://www.uniglobalunion.org/about-us/jobs>.