



Data Strategy Advisor

Organisation

Eurocities, the network of major European cities, is a dynamic and international team where we trust in people, value constructive exchanges and collaborative work. We help people thrive in a friendly, open and healthy environment while promoting a work/life balance.

We are recruiting a **Data Strategy Advisor** with expertise in data strategy, interoperability and knowledge management systems, to work on both our NetZeroCities project and to develop Eurocities own capacities.

The candidate would ideally start in December 2023, or as soon as possible thereafter.

About the NetZeroCities project

NetZeroCities (NZC) is an initiative launched as part of the European Green Deal that directly supports the European Commission's *Mission for 100 Climate-neutral and Smart Cities by 2030*. NZC is delivered by a 33-member consortium comprising diverse partners from across Europe. We help cities accelerate their climate transition, through expertise, tools and guidance, capacity building and knowledge sharing. This includes supporting 112 Mission Cities to develop and implement Climate City Contracts, as an innovative planning and governance instrument for systems change.

For these Mission Cities we have developed detailed data sets relating to their Climate City Contract (CCC), including Greenhouse Gas inventories, cross-sectoral action plans and investment planning. We are evolving systems for CCC progress monitoring and reporting, through liaison with the European Commission.

Responsibilities

As Data Strategy Advisor, you will be based at the Eurocities Brussels office, and work within a hybrid office/remote working environment with 12 staff who work on NetZeroCities under the supervision of the Senior Project Coordinator and in close collaboration with Eurocities Communications Director.

In this role, you will:

NetZeroCities – Data Strategy

- Develop a strategic approach to the identification, management and use of external data across the project.
- Identify short and longer-term data needs and uses to benefit the support provided to Mission cities and potential use by cities directly.

NetZeroCities - External Data Relationships

- Facilitate Mission Cities to develop data interoperability between their CCC planning and reporting processes and: (a) reporting for other public agencies, initiatives, and projects; (b) private sector climate planning tools and services which they procure.

- Support development of data interoperability between the NetZeroCities online portal and other platforms used by cities, European institutions, national governments, and academia.
- Act as the NetZeroCities contract/relationship manager with the CDP and Covenant of Mayors platforms used by cities for reporting their Greenhouse Gas emissions inventory data.

NetZeroCities – Consortium Data Management

- Facilitate co-design of data management strategy, policy and processes across 33 partners information systems, to: (i) enable agile data flows and support service delivery; (ii) ensure GDPR compliance; (iii) control access to sensitive data (e.g. city investment and procurement plans).
- Serve on the multi-partner NetZeroCities Data Impact and Monitoring Committee, which will provide governance approval of data management policy and processes and, where necessary, resolution of all data management issues if escalated.
- Work alongside the NetZeroCities Portal, Communications and Programme Management teams, to ensure operational adherence of data management policies across the consortium.

Eurocities Core Network Communications Needs

- Lead on development of a first internal knowledge management system, bringing together datasets, outcomes and successes across different aspects of Eurocities policy and projects work
- Work in collaboration with Eurocities Communications Director to identify key facts and figures that can be shared more widely to demonstrate Eurocities impact as the leading network of European cities
- Identify opportunities to share Eurocities impacts through coordination with wider Eurocities staff

Profile

You are an experienced professional who is full of initiative, self-driven, curious, creative, flexible and results-oriented.

The skills and experience to do this job successfully include*:

- a successful track record of at least 7 years of work experience in the field of data strategy and management
- a Master's degree or equivalent in analytics, climate, data science, sustainability, urban planning, or related fields
- experience of working directly with or in city/local governments, preferably in climate neutrality or related area
- excellent oral and written communications skills in English
- experience in capacity building and workshop design and facilitation
- experience in working with multiple stakeholders/partners at transnational level
- good networking abilities and interpersonal skills for an international environment
- excellent relationship management, coordination and organisation skills
- problem-solving approach

- flexibility to deal with multiple and changing priorities
- good negotiating and influencing skills

Assets:

- knowledge or experience of providing direct support services to cities or similar recipients
- experience of process design and improvement
- knowledge of the functioning of the EU institutions, policy priorities and main policy developments in the area of climate neutrality
- experience writing EU project proposals
- other languages

We are looking for candidates who fulfil most of these criteria, but do not hesitate to apply if you think that you could be a good fit for the position.

We offer

- a full-time or part-time (80%) position as an employee under Belgian legislation. The selected candidate will need to either live in Belgium or be willing to move to Belgium for the duration of the contract (candidates need to provide a Belgian address)
- 3.400€ - 4.000€ (FTE) monthly gross salary, according to profile and experience
- flexible working hours
- part-time teleworking

Benefits

Meal vouchers, pension plan, hospitalisation insurance, public transport costs, 13th month, éco-chèques, €90 net per month of teleworking allowance, training opportunities.

How to apply

Applicants are requested to send a letter of motivation, describing their relevant experience and linking it to the requirements for the position, in one page maximum, together with a CV with at least two referees (including your current or last employer) by 12:00 on 27 October 2023 to: Patricia de Wouters, Head of HR, at jobs.projects@eurocities.eu.

Please send the documents in pdf format and mention 'data strategy advisor' in the subject line.

Interviews will be held in person or online on 2 November 2023.

Only shortlisted candidates will be contacted for an interview. CV and personal data of non-selected candidates are not shared with anyone outside Eurocities and will be deleted immediately after the recruitment process. For more information, read our privacy policy.

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