EURO CITIES

Project developer

Organisation

Eurocities, the network of major European cities, is recruiting a project developer.

The candidate would ideally start in March 2025.

Eurocities 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.

Responsibilities

As project developer, you will play a key role in shaping the future of innovative projects designed to benefit the European cities. Your responsibilities will involve working across a diverse range of topics, collaborating with multidisciplinary teams and stakeholders. Additionally, you will employ creative strategies to expand and diversify Eurocities' funding streams.

You will be part of the project development team and report to the Head of project development.

In this role, you will be responsible for:

- Identify and cultivating relationships with foundations, philanthropies, or other donors
- Developing and implementing strategies to secure funding, grants, and sponsorships from various philanthropic sources to support Eurocities' initiatives
- Identifying EU funding opportunities in cooperation with the policy advisors and project coordinators
- Identifying and developing project consortia in which Eurocities can be a partner/leader
- Developing and drafting project proposals, especially in the areas of migration, food, governance and digital transformation
- Negotiating Eurocities' role and budget for project proposals
- Maintaining and updating the project bidding repository for Eurocities with CVs, past project proposals, references, etc.

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 relevant master's or bachelor's degree
- at least 3 years of work experience in the field of EU-funded project development and proposal writing
- up-to-date knowledge of urban policies at EU level
- excellent writing and communication skills

- proficient in spoken and written English, experienced in drafting clear and concise reports in English
- experience in working with multiple stakeholders at transnational level
- good networking abilities and interpersonal skills for an international environment
- excellent negotiation skills
- excellent relationship management, coordination, and planning skills

Assets:

- experience in working with local and city governments or public sector partners
- experience in working with foundations, philanthropies and other multilateral donors
- 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 position as 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).
- a one-year contract, renewable
- 2.800 € - 3.100 € 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.
Find out more on https://eurocities.eu/jobs/.

How to apply

Applicants are requested to send a letter of motivation, explicitly 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 Sunday 14 January 2025 to: Patricia de Wouters, Head of HR, at jobs.projects@eurocities.eu.

Please send the documents in pdf format and mention 'project developer' in the subject line.

Interviews will be held in person in the week of 27 January 2025.

We are aware that you might use AI when applying for this position. It's perfectly fine to use AI to brainstorm, structure your ideas or edit your language. Just please be aware that while AI is one of the

tools we use in Eurocities, the main tool we need for the work here is our brains: This is a content-based position, and one that AI cannot do for you. Please keep this in mind during the process to avoid disappointment on both sides later in the process. We want to use this interview to get to know you and your ideas, not what ChatGPT thinks the best answers are.

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.

eurocities.eu