Project Officer, Wadden Sea World Heritage Partnership Hub

The Common Wadden Sea Secretariat (CWSS) is the Secretariat of the Trilateral Cooperation on the Protection of the Wadden Sea (TWSC) by Denmark, Germany and the Netherlands and partner in the trilateral, strategic, multi-stakeholder “Trilateral Partnership in support of the UNESCO Wadden Sea World Heritage”. The Secretariat is located in Wilhelmshaven, Germany. The working language is English.

CWSS is seeking to recruit, as soon as possible, a

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In 2019, several organisations and networks from green NGOs, research and education sector, tourism sector, the Wadden Sea (stakeholder) Forum and the TWSC founded the “Trilateral Partnership in support of the UNESCO Wadden Sea World Heritage”. To support this partnership in terms of organisation and management, a Trilateral Partnership Hub (PH) for the Wadden Sea World Heritage is currently under development. The Mission of the PH is to broaden engagement for the Wadden Sea World Heritage beyond the state sector by unlocking potentials and resources and to extend the partnership for delivering on goals and intended activities of the partnership. During a three-year’s start-up phase (2020-22), the PH shall be established and further developed. This activity is partly co-funded by the EU Interreg VB North Sea Programme, as input to the PROWAD LINK project. The Project Officer’s task will be to actively explore stakeholder networks in Denmark, Germany and the Netherlands which might fit in and merit from the Trilateral Partnership. The appointee will act as Project Officer for the PH, join a core team, which operates the start-up phase of the PH and is associated to the CWSS, and provide support to the trilateral working group of the partners, the Operational Team Partnership Hub. This is a full-time post covering a broad range of partnership-related communication and interaction with a wide variety of stakeholder organisations and networks across the Wadden Sea region, as well as coordinative issues, including project development.

Key responsibilities
The Project Officer’s general objectives are to implement and support execution of Partnership Hub functions and to contribute to continuous improvement of network operations in the trilateral partnership and overall performance of the hub. These are to be fulfilled by performing the following tasks. Working in close cooperation with the TWSC and other partners in the partnership, in accordance with their decisions, the appointee will

- Communicate, inform on and promote intentions, ideas and activities of the partnership to various target audiences, on diverse occasions and via media;
- Develop and initiate ideas, organise and support planning processes for partnership-related initiatives and projects and partners’ applications for funding by third parties;
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- Explore potential for new strategic partners from various sectors, e.g. chambers of commerce / business associations in the Wadden Sea region;
- Support the Operational Team Partnership Hub/ respective trilateral groups/working group(s) of the partnership, in a timely and effective manner, f. e. reports to the Wadden Sea Board;
- Contribute to review and update the Concept for the Partnership Hub;
- Carry out other tasks as assigned.

Qualifications required
- Master’s-level university degree in environmental science, sustainability management, landscape architecture or a related discipline. A degree in another field with relevant work experience may be accepted in lieu of the above requirements;
- Experience in environmental policy, network-/ collaboration management and nature protection and sustainable development, preferably at international level;
- Experience of or proven interest in international cooperation, knowledge of and experience with the UNESCO World Heritage Convention is an asset;
- Proven track record in project management, including international/multinational projects;
- Experience in report writing;
- Experience in handling international projects;
- Excellent English drafting skills;
- Proficiency in spoken and written English. Knowledge of another Wadden Sea language (German, Danish, Dutch) is an asset;
- An engaged self-starter and a client-oriented team player and networker and will be capable of transferring ideas into project-development;
- Interpersonal skills, including the ability to cooperate with partners from various sectors across the TWSC and beyond;
- Confidence in representing the partnership vis-à-vis external partners and stakeholders, including public speaking as necessary;
- Readiness to travel.

Salary and allowances
Based on the German Collective agreement for Civil Service Employees (Tarifvertrag für den öffentlichen Dienst, TVöD), depending on qualification and experience comparable up to level 13.

Duration of appointment
This is a fixed-term contract for one year, with employment foreseen until 30 June 2021.

The selection and recruitment process will be conducted in accordance with relevant German and EU law.

For further information on the job description please contact Margrita Sobottka via email (Margrita.Sobottka@nlpv-wattenmeer.niedersachsen.de) or phone (+49 (0)4421-911-277).

Please submit your email application in English to Bernard Baerends, Executive Secretary of the Common Wadden Sea Secretariat (application@waddensea-secretariat.org). Interviews are foreseen to take place on June 11th 2020.

Deadline for applications: May 21st 2020.