



Recruitment announcement for Central Baltic 2021-2027

The Regional Council of Southwest Finland is recruiting colleagues to the Joint Secretariat for the Central Baltic Programme 2021-2027. The Central Baltic cross-border cooperation programme includes regions from Estonia, Finland incl. Åland, Latvia and Sweden.

The Regional Council of Southwest Finland is now looking for members of staff for the implementation of the programme. This round of recruitments will complement the team and allow the programme's full-scale implementation, considering the expansion of the programme area to new regions (Etelä-Savo and Latgale) and increased funding.

The task descriptions and requirements for each open position are explained below.

Jump to:

Project manager: circular economy (1 position)	1
Project managers: expert of challenges on the Russian border (2 positions)	2
Terms of employment	3

Project manager: circular economy (1 position)

One project manager with the focus on circular economy.

Main tasks include:

- Project support at all stages
 - consultations of projects especially within the field of circular economy
 - assessment of projects of all fields of the programme
 - contributing to the Monitoring Committee meeting
 - day-to-day monitoring of projects as well as handling project reports from all fields of the programme
 - writing content for programme communication, especially on sustainability and capitalisation
 - cooperation with national FLC in on-the-spot checks;
- Communicating or providing input for communication about project results and capitalisation within the programme (including website and social media channels, MC, COM) and externally;
- Supporting colleagues in matters related to projects in their field (during consultation and implementation phase).
- Tasks related to their thematic expertise within the team and towards stakeholders

Requirements:

- Experience in international cooperation. Experience of working in projects is seen as an asset.
- Experience in process and project management work
- Relevant experience in the field of circular economy
- Experience in organising events (face-to-face and online) and drafting guidance materials
- Good team working skills
- Very good communication skills (written and spoken communication as well as direct communication with stakeholders)
- Very good written and spoken English
- Good command of at least one official language of the participating countries
- Higher university degree in a relevant field

Salary level: 4100 eur/month as task-based salary, plus elements from the municipal collective agreement

Project managers: expert of challenges on the Russian border (2 positions)

Two (2) project managers with the experience of the challenges related to and stakeholders relevant for regions located on the Russian border within the Central Baltic area.

Main tasks include:

- Project support at all stages
 - identifying relevant partners and supporting idea generation for projects with partners on the Eastern border
 - consultations of projects and partners especially on the Eastern border
 - assessment of projects of all fields of the programme
 - contributing to the Monitoring Committee meeting
 - day-to-day monitoring of projects as well as handling project reports from all fields of the programme
 - writing content for programme communication, especially on sustainability and capitalisation
 - cooperation with national FLC in on-the-spot checks;
- Communicating or providing input for communication about project results and capitalisation within the programme (including website and social media channels, MC, COM) and externally;
- Supporting colleagues in matters related to projects in their field (during consultation and implementation phase).
- Tasks related to their thematic expertise within the team and towards stakeholders

Requirements:

- Experience in international cooperation. Experience of working in projects is seen as an asset.
- Experience with (regional development) challenges on the Russian border
- Experience in process and project management work
- Experience in organising events (face-to-face and online) and drafting guidance materials
- Good team working skills
- Very good communication skills (written and spoken communication as well as direct communication with stakeholders)
- Very good written and spoken English
- Good command of at least one official language of the participating countries
- Higher university degree in a relevant field

Salary level: 4100 eur/month as task-based salary, plus elements from the municipal collective agreement



Terms of employment

All members of staff will be employed by the Regional Council of Southwest Finland. The office is located in Turku, and attendance in person is required for one predefined week each month, as well as upon need. The job also involves some travelling, mainly within the programme area.

The Regional Council of Southwest Finland is a municipal organisation, and the terms of employment follow the municipal collective agreement. We offer you a dynamic working environment, an international team and the possibility to develop cooperation within the region of Central Baltic.

The working language is English. The programme strives for international staff and a balanced knowledge of all programme languages and understanding of the programme region countries'. In addition, the balance between all programme languages and understanding of the programme region countries' will be sought for within the whole team.

The term of employment starts in January 2024, after the programme budget has been approved by the Commission. The duration of the employment is until 30.06.2028.

Applications and selection

Applications, including a motivational letter and CV, should be sent to the Regional Council of Southwest Finland by e-mail (kirjaamo@varsinais-suomi.fi) with the reference "Central Baltic 2021-2027" and the position you apply for. **The deadline for submission of applications is Thursday 5.10.2023.**

The most qualified candidates will be selected for interviews, which will be held online on 16-17.10.2022. The interview/selection team will consist of the Managing Authority (Regional Council of Southwest Finland); representatives of the responsible national authorities may also participate. The interviews will be conducted in English. Only the candidates who are selected for interviews will be contacted.

Additional information from

Managing Authority, Merike Niitepöld +358 40 742 0302, merike.niitepold@centralbaltic.eu