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ESPON EGTC “EUROPEAN NODE FOR TERRITORIAL EVIDENCE” LUXEMBOURG

VACANCY

Lawyer/European and Luxembourg law

The ESPON EGTC based in Luxembourg is recruiting new permanent staff members to join the international team working on European territorial evidence relevant for policy making. The ESPON EGTC shall implement the Single Operation under the ESPON 2020 Cooperation Programme. New staff is supposed to take up their positions as early as possible in summer 2015 to support the implementation of the Single Operation.

What is the ESPON EGTC?

The ESPON EGTC is a European Grouping on Territorial Cooperation. As part of a renewal of ESPON it has been established according to European law to deliver the content envisaged by the ESPON 2020 Cooperation Programme. The ESPON EGTC is established with an Assembly including members of the 3 Belgian regions and Luxembourg, the latter hosting the ESPON EGTC.

What is the ESPON 2020 Cooperation programme?

The ESPON 2020 Cooperation Programme is related to EU Cohesion Policy and shall play the specific role supporting policy development, institutional capacity, effective policymaking and efficient public administration with European territorial evidence and in doing so pursue the following overarching mission:

- *ESPON 2020 shall continue the consolidation of a European Territorial Observatory Network and grow the provision and policy use of pan-European, comparable, systematic and reliable territorial evidence.*

The ESPON 2020 Cooperation Programme has a budget of almost 50 mio. Euro for the period 2014-2020 which is financed mainly by the European Commission, as well as by the 28 EU Member States and 4 Partner States, Iceland, Liechtenstein, Norway and Switzerland. Luxembourg is the Managing Authority.

What is the task of the EGTC?

The ESPON EGTC will as the Single Beneficiary of the ESPON 2020 Cooperation Programme receive a grant to implement:

- Applied research projects on themes defined by policy demand where the European process needs better information and evidence.
- Targeted analyses in cooperation with stakeholders from national, regional and local authorities as well as other programmes under European Structural Investment Funds and European Macro-regions.
- Observation and monitoring of territorial trends and dynamics within Europe as basis for policy consideration covering the entire European territory, its regions and cities as well as European Macro-regions.
- Development and maintenance of a “toolbox” relevant for information and use of the territorial evidence base including data and indicators in the ESPON Database as well as tools for territorial analyses, urban benchmarking, mapping, etc.
- Outreach activities at European level as well in the transnational and national context in order to promote the European perspective of territorial development and cohesion.

As an important element in the renewal of ESPON, the ESPON EGTC will be equipped to serve ongoing policy processes more direct upon demand delivering rapid analytical responses such as short papers, policy briefs, etc. based on the ESPON evidence base. At the same time, the ESPON EGTC will as legal entity have to ensure an impeccable management and procedural implementation of its activities. It has therefore decided to increase the number of staff in the ESPON EGTC.

At the time of contracting the post the ESPON EGTC is envisaged to include 12 permanent staff members that all have worked together at the ESPON Coordination Unit. Later in autumn 2015 it is envisaged to further enlarge the team in terms of management and communication capacity. The ESPON EGTC is envisaged by average to have 18-20 permanent staff.

The job as Lawyer/European and Luxembourg law

In the post as lawyer/European and Luxembourg law you will be responsible for giving legal advice on matters in relation to EC regulations and Luxembourg law relevant for the implementation of the Single Operation under the ESPON 2020 Cooperation Programme.

Relevant regulations are decided by the European Union as part of the European Structural Investment Funds 2014-2020. In this context, you will contribute with appreciation and interpretation of rules and their application in relation to the activities of the ESPON EGTC.

The ESPON EGTC shall implement all its external activities according to a Multi-Annual Work Programme and Annual Work Plans. The implementation shall be done only through public procurement of services where service providers are found through calls for tender. These calls shall in a European programme as the ESPON 2020 Cooperation Programme respect both European and Luxembourg public procurement legislation and contracting. For the ESPON EGTC to ensure impeccable respect of public procurement your job will be to advice on, review and check the compliance of ESPON EGTC contracts to be used for public procurement procedures and contractual issues related matters with international partners.

Luxembourg is chairing the Assembly of the ESPON EGTC which is established in accordance with a specific EC Regulation. In the running of the Assembly and its activities it will be necessary to support the Assembly chair with legal advice and relation to contracts to be co-signed between the Assembly chair and the Director of the ESPON

EGTC. In performing this role you will be assigned to the secretary function for the Assembly and prepare for Assembly meetings and decisions.

In the job as lawyer within the ESPON EGTC you will be asked to prepare legal documents including opinions in all matters affecting ESPON EGTC, which might also including on issues related to Luxembourg labour law. Moreover, legal advice to colleagues at the ESPON EGTC will become part of your daily routine.

Qualifications required

You carry a legal degree at university level and have preferably 3-5 years of relevant work experience. Candidates with less work experience may also be considered if sufficiently convincing skills and competences are present.

Your juridical skills span both European and Luxembourg law.

You have insight in European regulations related to ESIF and Cohesion Policy 2014-2020 and you are well acquainted with Luxembourg law in relevant fields.

You possess good juridical knowhow and administrative flair, particularly in the fields of public procurement, contract administration and labour law. In this context you can demonstrate experience in relation to concrete implementation of calls for tender and management of contracts.

Good communication skills in English and French are important to in order to cover the requested legal tasks as Luxembourg law is mainly communicated in French.

In case you have experience from working in a policy environment, a European institution, a ministry, a regional or local administration, this will be considered an advantage.

Applying for the posts

Your application shall include a brief letter expressing your motivation and expectations as well as your qualifications and experience in relation to the post. In addition, you shall submit your Curriculum Vitae including the main details concerning your professional experience and educational back ground of relevance for the post as well as the personal and language skills you may bring.

In case you are selected for the post you will be asked to present certified copies of your degree/diplomas as part of the contracting.

In case you want to apply for the vacant post please send your **application including your CV** by e-mail to **recruitment-Esponegtec@mat.etat.lu** indicating **Lawyer/European and Luxembourg law** indicating **in the subject line of the email**.

Deadline for submitting an application is **16 June 2015 at 16.00**.

Selection procedure

The ESPON EGTC establishes a Selection Board, which will invite the best qualified candidates for an interview. Interviews are planned to take place in June 2015.

All interviews will take place in Luxembourg. The interviews will include a test as well as an oral interview.

In the selection process the ESPON EGTC applies a policy of equal gender.

Conditions

You will be contracted on an undetermined contract with the ESPON EGTC related to the implementation of the Single Operation of the ESPON 2020 Cooperation Programme. A competitive salary will be paid with regard to your experience.

You will have colleagues of many nationalities and be part of a working environment favouring cooperation and team work.

Information

You can get further information about the vacant post and the ESPON EGTC as well as on living conditions in Luxembourg by using the email address indicated above or by calling Mrs. Anouk Torres, acting secretary of the EGTC on 00352-247-86917.

More information on the ESPON 2020 Cooperation Programme and the ESPON EGTC can be accessed on <http://www.dat.public.lu/index.html>.

ESPON EGTC

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