

JOB DESCRIPTION

LIFE Monitoring Expert (m/f)

Prospect Consulting & Services

Created in 1994, Prospect C&S is an independent consultancy company specialized in environment, climate action, rural development and food security.

Over the years, Prospect C&S team has gained extensive experience in implementing specific studies or managing contracts for various national and international clients. We have a strong experience of over 16 years of monitoring EC LIFE projects in the BENELUX and in South East Europe covering all strands of this EU Programme: Climate Action, Nature and Biodiversity, Environment and Governance.

Prospect C&S also hosts in its offices the coordination team and provides all LIFE Thematic Coordinators, the General Coordinator and their administrative assistants (9 persons in total).

Prospect C&S is now looking for a technical expert (freelancer) that could cover monitoring LIFE projects under the Environment and/or the Climate Change strands to reinforce the LIFE Benelux team (12 persons).

www.prospect-cs.be

www.neemo.eu

<http://ec.europa.eu/environment/life/>

Key Responsibilities and Duties

Assisting and providing financial and technical support to beneficiaries with regards to LIFE project implementation as well as monitoring and evaluating of ongoing LIFE projects (Environment and/or Climate Action) in Belgium, Grand Duchy of Luxembourg and/or The Netherlands. The position includes the following tasks, but is not limited to:

- Assessing of technical progress through progress reports submitted by beneficiaries, quarterly updates and annual field visits;
- Verifying that the management of the project is in line with the General Conditions/Common Provisions of the grant agreement (HR inputs reporting, procurement procedures and invoicing);
- Reporting on findings and providing recommendations to the LIFE Units (DG ENV & EASME);
- Assisting the beneficiaries where needed (e.g. guidance on the interpretation of LIFE rules);
- Dealing with tasks other than monitoring foreseen under the LIFE Framework contract: participation to thematic platform meeting, undertaking ex-post missions to LIFE projects, presenting the LIFE programme at the occasion of an InfoDay or other events, contributing to thematic brochures, etc.;
- Attending NEEMO horizontal and inventory meetings every year.

PROSPECT C&S S.A.

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Qualifications

- A level of education which corresponds to a minimum master degree in the field of environment or climate change or equivalent (bio-engineering, civil engineering, chemistry, etc.).
- Fluent in Dutch (native speaker or equivalent) and an excellent command of English (written and spoken). Speaking French is an advantage.
- Min. 3 years of relevant working experience in each targeted strand (ENV and CC).
- Experience in project management/monitoring in the field of environment and/or climate change is an advantage.

Please note that not reaching one of the first three selection criteria will exclude you from the selection process.

Professional status

Prospect Consulting & Services is currently looking for a freelancer.

Location

As a freelancer you will mainly perform the work from home.

Additionally, there are project visits and possible field activities. Occasional travel abroad in Europe might be required (e.g. participation to the annual team meeting with field trip in one of the Member States).

Selection procedure

To apply, please submit your **CV** (Europass format) and **application letter**, both in English before **20/04/2020** to the following email addresses: thomas.wouters@neemo.eu.

Please note that only pre-selected candidates will be contacted.