

# Vacancy announcement for the Interact Programme

## Interact Office Turku - Specialist in Interreg programme and project implementation and management

We are looking for a specialist in Interreg programme and project implementation who will advocate, facilitate and support change in approaches and programme management practises through various digital tools and face-to-face experiences. This position requires a strategic view for the future, analytical thinking, and strong communication and cooperation skills.

### What are the key tasks?

- analyse and interpret EU regulations, actively contribute to discussion regarding legal framework 2021-2027 and preparations for the period post 2027;
- support, analyse and lead discussions on Interreg programmes' procedures and practices for more effective operational management and implementation;
- support discussion and building of synergies and cross programme (and project) coordination, facilitate exchange experiences for territorial development;
- develop and deliver events, including advisory services, trainings, workshops, meetings, etc. (incl. concept development, practical organisation, management, moderation, reporting and follow-up processes) in face-to-face and online environments;
- develop and lead network(s) supporting the service delivery within the field of responsibility;
- facilitate processes in the Interreg community that lead to harmonisation and simplification of practices;
- support, and if necessary, substitute Interact experts in service delivery within the field of expertise;
- perform tasks according to the needs of Interact, Interreg programmes and projects, and other key stakeholders of Interact.

The position could involve travel and occasional work outside regular office hours.

## **Who we are looking for?**

The following professional skills/assets will be advantageous for the position identified, and we will be looking at the combination and match between experience/qualifications and skills/assets. We will also look at the professional and personal traits and skills that each candidate can bring to the team and the position.

### **The minimum requirements for this position, and which applicants should regard as eligibility criteria, are:**

- Master or post-graduate degree (or equivalent) in relevant fields of study (EU- or international studies, public management, economy, social studies or related field);
- At least 5 years of working experience with Interreg programmes and projects;
- Proficiency in written and spoken English.

### **Knowledge that is necessary for this position is:**

- extensive knowledge and understanding of EU Regional Policy and regulations;
- in-depth knowledge and understanding of Interreg programmes and their projects, including their implementation and management processes;
- thorough understanding of complementing EU funding instruments to support European territorial cooperation;
- in-depth knowledge in topics like roles and responsibilities of programme management and implementation bodies, programme implementation cycle, monitoring and evaluation, legal framework 2021-2027, project life-cycle, coordination and synergies;
- experience in designing and delivering learning content, providing and facilitating workshops (online, in-person, hybrid);
- knowledge and experience in organising, leading and monitoring networks of experts in the relevant field of responsibilities;
- IT literacy;
- understanding of and ability to apply change management principles and knowledge transfer are considered an asset.

### **Skills/assets that are essential for this position:**

- commitment and drive for high-quality results, even under changing circumstances;
- ability for analytical assessment and critical thinking;
- courage to contribute to developments and accept new challenges;
- capacity to hold a strategic view of the future, at the same time having an eye for detail;
- independent, yet team player with a service-minded approach;
- strong sense of initiative and personal responsibility;
- strong communication and presentation skills;
- motivation and capability to work in an international team in the multicultural environment;
- disciplined, with good planning and organisation skills;
- ability to establish and maintain effective relationships with target groups, gain their trust and respect; conflict management skills.

Work experience in an international organisation, an EU-funded programme, multicultural environment will be considered as an asset.

**We are looking forward for your application!**

## About the Interact programme

Staff of the Interact Programme facilitate the exchange of expertise, experience and good practices within the Interreg Programmes; i.e., European Territorial Cooperation (ETC) Objective, as well as other cooperation initiatives. The Programme's wide geographic scope covers the Member States of the European Union, plus Norway, Switzerland and neighbouring countries. Interact is co-financed by the European Regional Development Fund (ERDF) and by national contributions from participating countries.

The coordination framework and implementation structure of the Programme is based on a decentralised model consisting of a central Managing Authority/Interact Secretariat located in Bratislava (Slovakia), and four Interact Offices located in Valencia (Spain), Viborg (Denmark), Vienna (Austria) and Turku (Finland).

Full details regarding the aims, objectives, coordination framework and operational strategy for the Programme can be found in the Interact III Cooperation Programme document, available to download at [www.interact-eu.net](http://www.interact-eu.net).

## About Interact Office Turku

Our team is located in Turku, in the international university city at the south-western coast of Finland. The Centre for Environment, Transport and Economic Development Centre (ELY Centre) holds the contract with Interact Office Turku, and the ELY Centre is also our host and our formal employer.

Turku is a cosy, middle-sized Finnish city, near to the beautiful nature and fantastic archipelago, but with good public transport connections. Whether living here alone or with family, the high quality of life and the safety Turku offers can be enjoyed and valued by all.

## Start date, contract and salary

The positions are full-time and based in Turku, Finland. The successful candidates will be employed in accordance with relevant Finnish labour agreements.

We can offer a competitive annual salary including good occupational health care services.

The length of the contract is subject to the funding and strategic decisions from Interact IV programme, but indicatively until the end of 2028.

## Application procedure

The application is made electronically to valtiolle.fi - portal, [www.valtiolle.fi](http://www.valtiolle.fi), the Finnish governmental recruitment service. Please note that the ID number for this position is (32-1354-2022) and it refers to the Finnish governmental recruitment portal [valtiolle.fi](http://valtiolle.fi).

The applications sent by email will not be considered.

You should attach 2 documents as part of your application; a CV and a motivation letter. Please focus on relevant experience, your understanding of the role and tasks in Interact, and your reasons for wanting to join us. All materials should be submitted in English. Applications should also include an indication of possible start dates.

Regarding work experience information in your CV, you may wish to indicate a contact person we can approach for references on your employment. All applications will be treated confidentially, and referees will not be contacted without prior agreement with the applicant.

Applications should be received no later than **30 November 2022 at 16.15 EET**. Applications received after this date will not be considered. Please apply in **www.valtiolle.fi** portal, **the ID number for this position is (32-1354-2022)**.

Short-listed candidates will be contacted by 2 December 2022. Interviews will be held 7-9 December 2022 in situ (in Helsinki or in Turku, Finland). Please note that the short-listed candidates will be requested to prepare a brief online presentation before the interviews.

A security clearance will be performed on the selected candidate. Further information on the security clearance please visit the website of the Finnish Security Intelligence Service (<https://supo.fi/en/security-clearances>). The probationary period of 6 months will be applied.

For further information please contact Satu Hietanen, Head of Interact Office Turku, [satu.hietanen@interact-eu.net](mailto:satu.hietanen@interact-eu.net), +358 400 219 021.