



Expertise coordinator

Job description:

- Take responsibility for coordinating the expertise produced by Finance Watch's members and staff. This function involves, in close relationship with the Secretary General, the daily management of Finance Watch's internal working groups bringing together members and staff.
- Contribute, with Lobbying Director and Communication Director, to the development of Finance Watch's extranet and to making it an efficient tool.
- Bring organisational support to Lobbying team.

Profile / main qualifications:

- Be convinced about Finance Watch's mission.
- Understand the NGO world and the importance of building Finance Watch's expertise with its members.
- Understand financial issues, financial regulation and the impact of financial activity upon society and the economy at large.
- Higher level of education (Master's degree or equivalent required) with broad international experience.
- Experience with the financial industry a significant advantage.
- Be passionate about building constructive relationships between people.
- Full command of English and of at least two other European languages.
- Communicate effectively in writing and orally.
- Be a highly organised, result oriented and self motivated individual.
- Be a team player.

Remuneration:

- Dependent on seniority and work experience.
- Additional benefits: health insurance and pension.

Equal employment opportunity:

Finance Watch is committed to the principle of equal employment opportunity for all employees, regardless of sex, marital status, nationality, religion, age, sexual orientation and any other characteristics unrelated to the performance of the job.

Selection will be in accordance with objective, job related criteria and the appointment will be on the basis of applicant's merits and abilities.

Application guidelines:

Interested candidates are invited to send a letter of motivation and CV and e-mail it by the closing date to: contact@finance-watch.org

Please quote "Expertise coordinator position" in the title of your e-mail.

Deadline for applications: 26 August 2011

We regret that we will not be able to acknowledge receipt of the applications. As we expect to receive a large number of applications, we will not be able to respond to applicants who have not been shortlisted and we apologize for this in advance. If you do not hear from us within three weeks of the closing date, please assume that you have not been shortlisted.

We look forward to receiving your application.