

PROJECT: EUROMED HERITAGE REGIONAL MONITORING AND SUPPORT UNIT

REQUIRED EXPERTISE

KEY EXPERT 1: Team Leader: general co-ordination, support/monitoring to projects Beneficiaries, visibility (770 working days = full time)

Overall co-ordination, planning and implementation of monitoring activities, organisation of the programme events and information dissemination, as well as preparation and submission of the periodic reports to the Commission, drafting ToR for short terms experts.

Qualifications and skills

- Academic profile: University degree in a science related to the programme or in Business Administration or additional training in management
- Full command of English and French is mandatory. Arabic is an asset.

General professional experience

- Minimum 15 years of experience in a senior management position in international level projects and/or multi- partners projects, of which at least 3 years as Team Leader.

Specific professional experience

- Minimum 5 years of working experience in the cultural sector.
- Experience with EC co-operation programmes, project evaluation and Project Cycle Management methodology are pre-requisites including EC's administrative procedures and contractual/procurement requirements.
- Team management and communication management proven experience.
- Working experience in or with the Mediterranean countries and territories is required.

KEY EXPERT 2: Two Senior project managers (990 working days)

The two project managers will be mainly responsible for purposes 2 and 4 but must have a good understanding of other purposes of the programme in order to ensure consistency and coordination of activities. They may be supported in their tasks by short-term experts.

Qualifications and skills

- Academic profile: university degree preferably in a science related to the programme with a specialisation in cultural management and/or in project planning and management.
- Full command of English and French is mandatory. Knowledge of Arabic is an asset.

General professional experience

- Minimum 10 years of professional experience, of which at least 5 years of experience in the field of management of co-ordination multi-partners projects in the field of cultural heritage.

Specific professional experience

- Experience with project evaluation and Project Cycle Management methodology is prerequisites as well as experience with EC contractual administrative procedures.
- Proven working experience in the Mediterranean countries and territories.

KEY EXPERT 3: Senior legal expert (500 working days)

One part-time legal/policy expert will be required under the overall co-ordination of the team leader.

Qualifications and skills

- Academic profile: University degree in law
- Full command of English and French is mandatory.

General professional experience

- Minimum 10 years of post-graduate experience in international and multi-partners projects (within EU or with third countries) in the field of cultural heritage.

Specific professional experience

- 5 years of working experience in cultural projects dealing with legislation, allowing for working experience with Mediterranean public institutions.
- Knowledge of international rules and standard in related field.