



*FACE is the European Federation of Associations for Hunting and Conservation.*

*Established in 1977, it represents the interests of Europe's 7 million hunters as an international non-profit-making nongovernmental organisation. This makes FACE the largest democratically representative body for hunters in the world and is probably one of the largest European civil society organisations.*

*FACE is made up of its Members: national hunters' associations from 35 European countries including the EU-28. FACE also has 4 Associate Members and has its Secretariat in Brussels.*

## **Nature Policy Officer**

The FACE Team in Brussels is looking for a Nature Policy Officer.

The Nature Policy Officer will build on FACE's long-standing involvement in EU nature and biodiversity policy formulation and implementation, with a particular focus on the EU Biodiversity Strategy to 2020, the [FACE Biodiversity Manifesto](#) as well as diverse issues relevant to promoting sustainable hunting.

We are looking for someone who is a self-starter, confident and professional. The ideal candidate should have some experience in project management, a background in environmental sciences, biology, forestry or similar and be quick to learn in new areas. You should be passionate about the work we do at FACE and willing to work hard to increase our capacities to monitor and contribute to promoting sustainable hunting within Europe.

**Location:** Brussels, Rue Frédéric Pelletier.

**Terms:** Full-time, 12 year/months fixed-term contract (with potential for extension)

**Reports to:** Conservation Manager

**How to apply:** Please send your CV as well as a completed application form, **using the attached template** to [recruitment@face.eu](mailto:recruitment@face.eu) addressing the job profile below as best as possible.

**Deadline:** 30<sup>th</sup> of June 2016. Please, mention "FACE Nature Policy Officer" in the subject line.

**Only relevant applicants will be contacted.**

## **FACE JOB PROFILE: Nature Policy Officer**

**Responsibilities:** Assisting in the monitoring of EU nature and biodiversity policy as well as developing and promoting the FACE knowledge base on the contribution of sustainable hunting to biodiversity conservation.

**Key Relationships:** All internal staff, FACE Members' staff in 35 countries and FACE partners from regional to European level (NGOs and stakeholder organisations representing the rural and nature conservation sectors; academia; and the public sector).

### **Key Duties**

- Assist the Conservation Manager and the FACE Team in managing and executing projects, ensuring that deliverables and budgets are managed efficiently and deadlines are met.
- A substantial part of this position requires involvement in the delivery of the objectives of the EU Life NGO Operational Grant.
- Assist the Conservation Manager in policy work related to nature and biodiversity by participating in expert meetings and reporting back, consulting the FACE Members on related issues and contributing to policy briefings and consultations.
- Related work varies between tasks and can include the organisation of meetings/workshops, data collection and evaluation (e.g. surveys), writing analytical reports, building and maintaining networks, etc. It will require close contact with existing expert networks and FACE Members.
- Drafting reports and contributing to FACE content production.
- Ensure adequate monitoring of relevant EU nature and biodiversity policy, and providing internal FACE briefings.
- Assist the Conservation Manager in maintaining databases on hunting-related conservation projects, etc.

### **Key Skills**

#### *Essential*

- Ability to work to deadlines and manage priorities.
- Strong organisational skills.
- Strong written and verbal communication skills in English and at least one other European language (preferably French and/or German).
- Excellent analytical skills and attention to detail.
- Ability to prepare detailed project tenders, reports and articles.
- Ability to work with other team members as well as independently.
- Excellent interpersonal skills.
- Fully IT literate.
- Willingness to develop.

#### *Desirable*

- A close connection with the countryside, hunting and nature conservation.
- Any other European languages.

## **Experience / Qualification**

#### *Essential*

- Educated to at least degree level, preferably in the field of biology, environment, agriculture, forestry or professional equivalent.
- At least one year's experience in a related field.
- Demonstrable record of successful project management.
- Demonstrated ability to work in an international and multi-cultural context.
- Knowledge of EU affairs, preferentially of European legislation and policies.

*Desirable*

- Experience in EU project & funding acquisition in the field of environment, agriculture, regional development, research and/or other.
- Experience of working with NGOs.
- Experience in survey work.
- Experience in event organisation.

*General*

- Willing to work flexibly: occasional flexible hours.
- Occasional travel within Europe will be necessary.