



Head of DSP

Position	Head of DSP
Description	<p>The Head of the DSP will set up and implement the Danube Strategy Point together with a newly assembled multinational team of 5 staff members. She/He will work under the supervision and in cooperation with the Head of the Representation of the State of Baden-Württemberg to the EU which is a department in the State Ministry of Baden-Württemberg. The Head of the DSP will also report to and follow strategic guidelines of the National Coordinators of the EU Danube Strategy (EUSDR, NCs) and the work plan adopted by the NCs. She/He will ensure and provide strategic and operational guidance to relevant actors in the EUSDR.</p> <p>In addition, she/he will manage the day to day operations of the DSP and its budget.</p> <p>The Head of the DSP leads and supervises the staff of the DSP. She/He works in close collaboration with the main actors of the EUSDR (European Commission – DG Regio, National Coordinators – NCs, Priority Area Coordinators – PACs)</p> <p>The Head of the DSP is responsible for ensuring and maintaining the administrative and financial links with the State Ministry of Baden-Württemberg and other relevant government bodies on the regional and national level.</p>
Duties and Responsibilities	<p>The tasks of the Head of the DSP include</p> <ul style="list-style-type: none"> - Responsible for setting up and implementing the Danube Strategy Point - Management and supervision of the implementation of the DSP work plan approved by the NCs (support for implementation, communication, monitoring, evaluation and for evidence-based decision, support for linking the EUSDR to the Danube Transnational Programme) with the overall objective to improve the implementation process of the EUSDR as well as to foster strong projects and flagships in order to help building a prosperous region - Management and supervision in close cooperation with the European Commission, of the technical support to the PACs (PAC financing) as well as the facilitation to key implementers of the EUSDR - Responsibility for ensuring the application and implementation of the appropriate law (e.g. German, Belgian, EU) as well as internal policies and regulations of the State Ministry of Baden-Württemberg - Coordinating reporting and revising of relevant EUSDR documents, facilitate decision making at ministerial and senior official level of the EUSDR, providing strategic guidance to the main actors of the EUSDR - Coordinating the set-up, development and management of an evaluation process of the EUSDR in cooperation with the key implementers of the strategy and the EUSDR on-line reporting tool - Organizing the daily operation of the DSP, providing leadership coordination and effective oversight - Establishing and keeping good contact with all relevant EUSDR actors and participate in selected meetings - Establishing and keeping good contact with other relevant or potential partners



	or the EUSDR in Brussels and in the Danube Region.
Eligibility criteria	<ul style="list-style-type: none">- Master's university degree in a related field such as law, political science, economic sciences, territorial and regional management, public administration or other qualification entitling for senior civil service in accordance with the laws of the member states of the European Union- Experience in working in high-level political, policy and strategic fields (minimum of five years at the date of application)- Experience in leading a team in a multinational, multicultural and multilingual environment (minimum of three years - applicant might be asked to provide a relevant official document or employers' written statement)- Fluency in English (C1 - speaking and writing) and proficiency in one language of the Danube Region (B2 – speaking and writing)- Applicant must be a citizen of an EU Member State or a State which participates in the EUSDR- Flawless criminal record certificate
Selection criteria	<ul style="list-style-type: none">- Knowledge of the mechanisms of EU Danube Strategy or other EU macro regional strategies, actors and challenges- Experience in the management of large-scale projects in the related field or in a macro-regional, cross-border, interregional or other international context (several years at the date of application)- Good overview on EU funding, especially structural funds- Relevant country or regional working experience in the region of the EU Danube Strategy- Excellent oral and written expressions skills, ability to represent the DSP towards relevant actors in the EUSDR and potential partners in Brussels and the Danube Region- Good communication and team leading skills, strong management skills, shows above-average commitment- Proficiency in all basic computer application programs (MS Office, including word, excel, power-point)- Knowledge of further languages of the Danube Region and EU working languages <p>The ideal candidate must be able to work in a team in an international context and have a pro-active attitude.</p>
Salary, contract	The salary will be set according to qualifications and experience. For this position an equivalent salary of A 16/E 15 Ü in the salary scale of Baden-Württemberg valid at the given time will be offered.