



European Union Network for
the Implementation and Enforcement
of Environmental Law

Assignment Advert: Project Manager

The European Union Network for the Implementation and Enforcement of Environmental Law (IMPEL) is an international non-profit association of the environmental authorities of the European Union Member States, acceding and candidate countries of the EU, EEA and EFTA countries. The association is registered in Belgium and its legal seat is in Brussels. Currently, IMPEL has 56 members from 36 countries and its working language is English.

The Network's objective is to create the necessary impetus in the European Community to make progress on ensuring a more effective application of environmental legislation. The core of IMPEL's activities take place within a project structure, promoting awareness raising, capacity building, peer review, exchange of information and experience and the development of environmental legislation. IMPEL has developed into a widely known organisation in the environment field and is mentioned in a number of EU legislative and policy documents.

IMPEL are currently working on two significant contracts (funded by the European Commission's Structural Reform Support Service) for projects in the Mediterranean and are seeking a project manager to help implement them.

Project 1: Reform and capacity building in permissions and compliance

The project will support efforts to strengthen the environmental regulator and, in turn, ensure regulatory delivery of the EU environmental acquis. Specifically, the project will seek to improve the efficiency and effectiveness of the agency through the streamlining of regulatory processes and increase capacity for permission and inspection, compliance assurance and enforcement. Ultimately, the action will reinforce the value of a strong environmental regulator that is fit for purpose for 21st century regulation. The action will focus on three components: (i) Assessment (current situation and future plans) of the agency; (ii) Capacity Building; and (iii) Information Management. Duration 24 months - Budget €450,000.

Project 2: Revising the National Strategy for the Management of Municipal

The project will support efforts to design the reform of a nation's waste sector and will result in a revised Municipal Waste Management Policy (MWMP) and a revised National Waste Prevention Programme (NWPP). The project will analyse the current situation and assess future trends in relation to the generation and composition of waste. Additionally, the project will undertake a feasibility study of the revised MWMP and NWPP, resulting in an action plan for their effective implementation. Duration 15 months - Budget €250,000.

It is anticipated that both projects will begin in early 2020 and run concurrently for the respective duration of both projects.

Working closely with the IMPEL Project Executive, the project manager will form part of the core delivery teams for both projects and will be responsible for day-to-day management of the project. As such, the project manager must be competent in managing all aspects of the project (including scope, schedule, finance, risk, etc.) and will be the key point of contact for the SRSS and the respective environmental agencies involved in both projects. The project manager will also prepare all documents as a basis for decision making by the project executive and the regulatory lead.

The project manager must have excellent communication skills, be flexible and loyal, have an attention to detail and respond quickly and efficiently to the demands of the projects. High proficiency in the use of English, both written and oral and excellent organisational skills are a pre-requisite.

Key areas of responsibility

- Ensure effective delivery (appropriate level of quality, on time, within budget and aligning with contractual requirements) for both projects.
- Resource/budget planning and management, providing regular budget reports for the Project Executive/Regulatory Lead.
- Reviewing progress of both projects, holding regular meetings with the Project Executive and delivery team to understand progress, issues and risks; providing performance/progress reports in line with contractual arrangements to the European Commission.
- Act as a point of contact for the European Commission SRSS and the beneficiary environmental agencies of the projects.
- Resolve issues and initiate corrective action as appropriate (ensuring the management and project controls – risk, issues and dependencies).

Essential and desirable criteria

The successful applicant will have:

Criteria	Essential	Desirable
1. Experience of managing and delivering international regulatory projects to completion – understanding deliverables, risks and budget control	3 years	5+ years; Specific experience of working on SRSS projects.
2. Experience in project management including the ability to develop frameworks for reporting, financial control, time recording, etc.	5 years	10+ years

3. Effective working relationships with a diverse range of people including regulatory practitioners, senior stakeholders and operators/NGOs.	5 years	10+ years
4. A high standard of communication skills (written and oral) e.g. presenting/reporting at meetings, progress reports, budget reports, project deliverables, etc.	English equivalent to C1 Advanced	
5. Relevant qualifications	Degree (or equivalent)	Formal project management qualifications
6. Ability to demonstrate personal resilience together with significant experience in managing a complex and diverse workload with many competing demands.	5 years	10+ years
7. Willingness to travel	Be able to undertake multiple international missions for up to a max of 12 days at a time;	
8. In addition	Be a team player; Have the ability to operate effectively both independently and as part of a geographically diverse delivery team. Cultural sensitivity	

Conditions

IMPEL wish to employ one project manager to manage both projects simultaneously, either as a paid detachment of an expert in an IMPEL member organisation or on a self-employed contract basis. The detachment or self-employed contract should envisage around 95 full work-day equivalents on project 1 and around 45 full work-day equivalents on project 2 over the lifetime of the projects with the potential to augment the duration or include the management of a third project (depending upon agreement).

This position is available to IMPEL member organisations or staff on secondment from member organisations. A payment will be made to the member organisation to cover the salary costs of the successful candidate. For those individuals working for an IMPEL

member organisation who are currently working part time and can be flexible with their time or are considering taking a sabbatical we can arrange for a self-employment contract directly with the individual. For those seeking to pursue this latter option you should ensure there is no conflict of interest with your main job and you should have appropriate insurance to cover the task.

Where positions cannot be recruited to “internally”, they will be opened to the external market.

IMPEL will also subsequently hire regulatory leads and technical experts for both projects. These further positions will be from a variety of regulatory disciplines and will likely be for between 5 and 70 days. IMPEL will recruit to these positions throughout 2020.

To apply for this post, please send a Curriculum Vitae and short covering letter (max 2 sides) explaining your suitability for the role (demonstrating how you meet the essential/desirable criteria) and send to info@impel.eu by Wednesday 16th of January no later than 12:00 CET.

Interview by Skype will take place with those shortlisted on the afternoons of 20 & 21st January. It is expected that the successful applicant is available for an initial mission during the first week of February. Unfortunately, due to the volume of applications expected we will not be able to respond to unsuccessful applications. The successful applicant will report directly to the relevant Project Executives (one per project) and will not be a formal member of the IMPEL Secretariat.