

JOB TITLE: MIGRATION AND RESEARCH OFFICER

November 2024

BACKGROUND INFORMATION

Founded in 1983, the Red Cross EU (RCEU) Office is a membership office representing the 27 National Red Cross Societies in the EU, the Norwegian Red Cross, the Icelandic Red Cross and the International Federation of Red Cross and Red Crescent Societies (IFRC).

The RCEU Office helps to coordinate relations between its member organisations and EU decision-makers and stakeholders, sharing their extensive expertise in supporting people and communities experiencing vulnerability within and outside the EU. Based on our members' practical insights, we promote dignity and wellbeing by facilitating and voicing common positions and recommendations towards the EU and Member States. We also monitor European developments that could impact the implementation of our members' work, as well as supporting them to prepare joint proposals to access EU funding.

For more information, please visit <https://redcross.eu/>. You can also connect with us via [Facebook](#), [Twitter](#), and [LinkedIn](#).

JOB PURPOSE

Guided by the Head of Social Inclusion and Migration Unit (SIMU) and working collaboratively with other colleagues in the unit, as well as in the other units of the Office, the Migration and Research Officer will engage with RCEU Office members on select thematic areas, collect information about their work and approaches and develop and implement influencing strategies. In coordination with other colleagues in the unit on the opportunities and barriers around their work, the Officer will focus on research and humanitarian diplomacy strategy development, producing high quality analytical reports and position papers that harness different research and facilitation methodologies and support other colleagues in their research related activities. The Officer will contribute to implementing the RCEU strategy, annual work plans and various day-to-day tasks of SIMU.

KEY RESPONSIBILITIES & REQUIREMENTS

Research, evidence collection, legal analysis and writing:

- Conduct desk research and collect evidence on key thematic areas of work harnessing various research and facilitation methodologies in the process and engaging diverse actors.
- Contribute to legal analysis of EU law and policy to support SIMU's work.
- Develop high quality analytical reports, briefings, position papers and humanitarian diplomacy strategies for diverse audiences.

Strategy development and support to members:

- Map, collect, synthesise and present information about member's work on select thematic areas and analyse relevant corresponding EU policies and laws.
- Engage, listen to and support members in their activities linked to the unit's research and humanitarian diplomacy strategy development and solicit members' inputs to RCEU Office work.
- Provide information to members on relevant EU policy processes.

www.redcross.eu

Representing National Red Cross Societies in the EU,
Norway and Iceland, and the IFRC.

Address

Rue de Trèves 59-61,
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Heightening Red Cross influence:

- Monitor and analyse EU actions, policy trends and developments regarding select thematic areas.
- Identify relevant EU advocacy opportunities and support members to access policy makers in coordination with other colleagues in the unit and other units where relevant.
- Liaise with EU institutions, policymakers and stakeholders as appropriate based on RCEU humanitarian diplomacy strategies to elicit policy and practice change.
- Develop and maintain relations with relevant civil society and other actors.
- Represent the RCEU Office at external events as required.

Other:

- Actively contribute to the transversal tasks of the office, such as the development of internal newsletters, public communication outputs, cross-cutting advocacy initiatives, work planning and reporting.
- Design and facilitate interactive sessions that foster better collaborations, improved communication and team cohesion internally within the unit, as well as with members and allies.
- Conduct any other relevant tasks as required.

CANDIDATE PROFILE

Education

- Advanced University degree

Experience

- At least 4 years of experience in working in international organisations, civil society or public sector.
- Experience in research and legal analysis and employing diverse research methodologies.
- Experience in developing, managing and maintaining relationships with colleagues, external partners and policy makers.
- Experience in a membership organisation is an asset.
- Prior engagement with the International Red Cross and Red Crescent Movement, including with a National Society is an asset.

Skills, abilities and knowledge

- Knowledge of EU institutional affairs, migration policies, legislation and programmes.
- Excellent skills in research, legal analysis, drafting reports, papers and briefings in English.
- Clear and concise written and verbal communication skills.
- Excellent interpersonal and facilitation skills, cooperative attitude and ease in conversing with diverse interlocutors.
- Ability to negotiate and coordinate different views and positions with a positive attitude and a strong sense of diplomacy and tact.
- Good working knowledge of Word, Excel, Power Point and Teams.
- Knowledge of the International Red Cross and Red Crescent Movement's action is an asset.
- Fluently spoken and written English.
- Proficiency in any other EU language is an asset.

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TERMS AND CONDITIONS

- Permanent contract, subject to Belgian labour legislation (this requires an official registration in Belgium).
- Full time position of 38 hours per week.
- Based in Brussels, Belgium, with occasional travel within Europe.
- The monthly gross salary ranges between EUR 3.000 and EUR 3.300, depending on experience. We also offer an attractive compensation and benefits package.

Application procedure

Please send your CV (max two pages) and a cover letter (max one page) in English to HR@redcross.eu by midnight CET on **Thursday 21 November 2024**.

Please include the job title and your full name in the file names, and mention "Migration and Research Officer" in the email subject.

Applications received after the deadline will not be considered. Only shortlisted candidates will be contacted for an interview.

The starting date will be discussed with the selected candidate.

If you do not hear back from us by Friday 20 December 2024, unfortunately your application has not been selected.

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