



*with society – for society*

## SENIOR CONSULTANT

Stakeholder engagement, strategy & co-creation

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BERLIN

New vacancy

Starting date: Between October and December 2021

Application deadline: 30 September 2021 (rolling evaluation, apply quickly)

### Practical information

- **Full-time** position
- **Location:** Berlin, Germany (city center)
- **Starting date:** between October and December 2021
- **Minimum:** 8 to 15 years of professional experience
- **Application deadline:** 30.9.2021, with rolling evaluation as applications come in

## FOCUS

Prospex Institute is looking for a senior consultant with a background in stakeholder engagement, research, facilitation, co-creation, participatory processes, and/or related methods (e.g., design thinking). The tasks comprise, among others, developing strategies for and managing the implementation of stakeholder engagement processes in international projects including EU Horizon research projects in various fields. You will have the chance to make a meaningful and impactful contribution in areas such as biodiversity restoration, circular economy, energy, life sciences, food safety, etc.

## TASKS

### Engagement, co-creation & facilitation

- Develop strategies and approaches on engaging with specific stakeholder groups, mindful of concerns for diversity and inclusivity
- Develop proposals for courses of action and planning across organisations & countries, supporting implementation and evaluation
- Co-creating directly with partners and clients, contributing to the success of projects
- Design and facilitate/moderate participatory and co-creation processes, including multi-stakeholder, analogue, digital & hybrid ones
- Alliance building and networking with key stakeholder groups, contributing to proposals
- Devise and supervise stakeholder mapping and related activities
- Transferring research into materials and tools usable in stakeholder and citizen engagement

### Project management

- Oversee projects for engagement of diverse stakeholders on societally relevant issues in Europe and beyond
- Guide and supervise project teams
- Supervise the implementation of short-term consultancy projects
- Guide and contribute to the creation of reports and publications,
- Participation in meetings and events across Europe (COVID-19 situation allowing)

### Potential additional tasks, depending on your profile

- Strategy development & foresight: Devise and facilitate participatory strategy and foresight processes
- Socio-economic assessment / research: Guide and perform assessments and analyses on a variety of topics, e.g., market assessments, sustainability analyses

## YOUR PROFILE

### Degree & expertise

- An adequate academic qualification (minimum: Master's degree) in a relevant field
- Expertise in dialogue, participatory and co-creative processes
- Asset: background in one of the following fields: (a) Strategy development & foresight; (b) Socio-economic assessment / research

## Experience & interests

- 8 to 15 years' professional experience
- Passionate about dialogue processes and engagement of citizens and stakeholders, also in advanced content, research and technical fields
- Interested in a variety of topics including sustainability, research and innovation

## Skills & attitudes

- Excellent skills in designing processes and in building rapport with diverse groups and personalities
- Excellent analytical skills combined with very good organisational and project management skills
- Ability to guide and support small teams in implementing projects
- A team player and able to work independently, with a professional, open-minded and pro-active, respectful and user-/client-friendly attitude

## Location, language & travel

- An excellent command of English is a must
- Excellent German a strong asset, further languages an asset
- Willing to work with basis in Berlin; familiarity with the German and/or EU environment an asset
- Willing to travel frequently, also internationally, between 1 day and several days per month (COVID-19 situation allowing)

## WE OFFER

- The opportunity for meaningful and impactful contribution to addressing society's challenges
- Inclusion in international, high-level projects
- A salary package in line with position and experience
- Opportunities to help shape the development of a fast-growing organisation
- An innovative, inspiring, and positive work environment with an open team culture
- A combination of content and engagement-oriented work and of team and self-guided work

## WE ARE

- A highly professional, internationally recognised and growing non-for-profit organisation
- Contributing to key topics *with society – for society*
- A multi-disciplinary and multi-cultural team in different locations in Europe
- Working with top level partners across Europe and beyond
- Present in Germany, with a small, proactive team based in the city center of Berlin
- Headquartered in Brussels, Belgium, with an international network and reach
- More at [www.prospex-institute.org](http://www.prospex-institute.org)

## ARE YOU INTERESTED?

Then please fill in your application in English accessing the following link:  
[www.prospex-institute.org/senior-consultant-berlin](http://www.prospex-institute.org/senior-consultant-berlin)

## IMPORTANT

Your application needs to be complete and include:

- The filled in application form
- Your motivation letter (one-page letter)
- Your updated and complete CV
- Copies of diplomas and certificates
- Your expected monthly brut remuneration as well as other relevant requests
- A minimum of 2 references with contact details
- Examples of your work as adequate

*We ask you to fill in your application latest by the 30<sup>th</sup> of September. Please note that we might already start interviewing relevant candidates before this date. We look forward to hearing from you!*