

## **Vacancy announcement under the Interact III 2014-2020 Programme**

# **Interact Office Turku is recruiting an Interreg expert in the area of finances**

### **About the programme**

The European Union (EU) is a mix of cultures and economies that will reach its full potential through mutual understanding and close cooperation. That is why the EU supports cooperation in many ways – Interreg is the initiative specifically dedicated to helping European regions work together to tackle common economic, environmental, social and cultural challenges. There are 107 Interreg programmes managing thousands of cooperation projects throughout Europe who are dealing with these issues.

The Interact programme's specific mission is to support these programmes in their daily work. So to help them successfully navigate the Interreg world, we provide advice, organise learning events and develop a wide range of tools on:

- how to manage a European cooperation programme or project and comply with EU rules on finance and controls,
- how to communicate funding opportunities as well as programme and project results,
- how to use new cooperation tools.

We also harmonise processes to help programmes work more efficiently and to make the life of project applicants easier. We act as a hub to allow programmes to exchange experiences and network. Finally, we constantly explore and encourage innovative ways of cooperating in Europe by supporting macro-regional and sea basin strategies as well as legal structures and initiatives to facilitate cooperation activities.

We provide services free of charge to all Interreg stakeholders: managing authorities, joint secretariats, monitoring committees, national contact points, first level controllers, certifying authorities, and audit authorities. We also collaborate closely with EU-wide, national and regional cooperation organisations, institutions and networks.

We are financed by the European Regional Development Fund and by the 28 EU member countries, Norway and Switzerland, and we have a total budget of 46 million EUR for the 2014-2020 period. We are part of the Interreg programmes – which are financed under the European

Territorial Cooperation (ETC) objective of the European Structural and Investment Funds (ESIF) – but we also support cooperation at the external borders of the EU (Interreg-IPA CBC and ENI CBC), as well as new forms of territorial cooperation.

Full details regarding the aims, objectives, coordination framework and operational strategy for the Programme can be found in the Interact Cooperation Programme (CP) available for download at [www.interact-eu.net](http://www.interact-eu.net).

### **About the Interact Turku Office**

The coordination framework and implementation structure for the Programme is based on a decentralised model involving a central Secretariat/Managing Authority located in Bratislava (SK) and four Interact Offices located in Turku (FI), Viborg (DK), Vienna (AT) and Valencia (ES).

Interact Office Turku is hosted by the Finnish Ministry of Employment and the Economy, Unit of Regional Development and it is housed at Environment, Transport and Economic Development Centre in Turku, Finland.

### **Profile**

#### **Interreg expert in the area of finances, Interact Office Turku**

Expert and facilitator of Interact services will support exchange across Interreg programmes on financial management implementation, control and audit. This position will also imply involvement in other financial aspects of Interreg programmes in collaboration with other Interact team members. A thorough understanding and expertise of European financial regulatory requirements is expected together with the ability to present complex information clearly and concisely. Expert in addressing Interreg programmes within the scope of responsibility:

- Expert in advocating and facilitating change in financial management practices;
- Expert in delivering innovative services so as to facilitate achievable and simplified application of financial rules;
- Specialist in programme and project financial life cycle implementation.

### **Key tasks**

- Analysing Interreg programmes' needs and feedback from Interact target groups and stakeholders with a special focus on the North East of Europe;
- Providing support to programme management authorities and other relevant stakeholders on financial management;
- Developing content for Interact products addressing specific thematic needs of Interreg stakeholders on financial issues;
- Developing and delivering events including advisory services, trainings, workshops, meetings, etc. (concept development, organisation, management, moderation, reporting and follow-up);

- Promoting events and other activities/tools through the Interact website, newsletter and other channels;
- Assisting in the development and implementation of overall strategy and long-term planning in collaboration within Interact;
- Liaising with various stakeholders including European Institutions;
- Identifying and briefing experts and other contributors.

## **Requirements**

### **Minimum requirements**

- Working experience of at least 5 years in Interreg/ETC programmes and/or projects in the field of finances
- Master degree (or equivalent) in relevant fields of study;
- Fluency in English and another European language;
- Applicant must be a citizen of a European Union Member State (or Switzerland or Norway).

### **Professional skills/assets**

- Specialist knowledge of the financial management life cycle of Interreg programmes and projects;
- In-depth knowledge and understanding of Interreg programmes and their projects, including management challenges;
- Extensive knowledge and understanding of EU Regional Policy and regulations;
- Understanding of knowledge transfer processes and systems;
- Excellent understanding of Interact and its framework and related work experience;
- Expert in advocating and facilitating change in financial management procedures;
- Strong experience in training and moderating workshops, organizing training events and development of training materials;
- Strong skills for assessing needs, planning and prioritising;
- Sound knowledge on quality management.

### **Personal skills/assets**

- Strong skills for intercultural communication and direction;
- Strong sense of initiative and personal responsibility;
- Ability to work independently and under pressure;
- Team spirit and flexibility;
- Excellent writing, communication, presentation skills;
- Advanced computer literacy.

**Additional information****Contract information**

The contract will be concluded as rapidly as possible and will run until 31 December 2019 with the option of renewal until March 2023, depending on the Interact III programme financing decisions. Trial period of 4 months will be applied. The position is fulltime and based in Turku, Finland. The successful candidate will be employed in accordance with relevant Finnish labour agreements.

Competitive salary depending on experience.

**Application procedure**

Applications should consist of a letter explaining your reasons for applying and your suitability for the position together with a CV. All materials should be submitted in English. Please use the European CV formats specific to vacancy type (to be downloaded e.g. <https://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions>).

Applications should also include an indication of possible start dates.

Please submit applications electronically to [turku@interact-eu.net](mailto:turku@interact-eu.net).

Please mark all mails with the subject "Application – Programme Financial Management".

Applications should be received no later than Wednesday, 23 November 2016 at 16:15 EET. Applications received after this date will not be considered.

Short-listed candidates will be invited for interview by 25 November 2016. No notification will be sent to candidates who have not been short-listed. Short-listed candidates are required to bring signed hard copies of application with proof of identification to interviews. Interviews will be held in Turku, Finland, during week 49/2016.

For further information please contact, Interact Office Turku, Ms. Satu Hietanen by the e-mail at [turku@interact-eu.net](mailto:turku@interact-eu.net) or by phone +358 400 219 021.