



Job Description

Manager & EU Program Developer – Délíce Network

Contexte

Délíce Network is a tool for worldwide cities who consider food and gastronomy as a boost for urban economic development, city attractiveness & sustainability. All members share the same values and get together through the network in order to learn, share and connect.

Created by the city of Lyon in 2007, Délíce gathers today 32 cities worldwide. By joining the network, the cities gain knowledge, share best practices and build multilateral collaborations with each other around food & gastronomy.

The network gathers city representatives from different local institutions: Municipalities, Metropolitan Areas, Tourism Offices, Chambers of Commerce etc...

While the organization is under the management of the Executive Committee – the Board composed of 6 city representatives - the Main Office handles the daily management and animation of the network.

The Main Office responsibility is to ensure the development of the network (the recruitment of new cities), to develop actions that will fulfill the expectations of the member cities and to facilitate collaborations between members. For 2021, the Network is looking to take part in projects within the EU program "From Farm to Fork".

The Manager is the only staff member of the main office, working under the supervision of the members of the Executive Committee.

The Executive Committee is looking for a specialist in International Organizations with some expertise in EU funded programs in order to replace the manager who will be on Maternity leave.

Mains Tasks & Responsibilities

In line with the action plan and budget approved by the General Assembly of Délice, the Manager will be in charge of running the Main Office of the organization and developing new projects

As Manager, the main tasks will be the following:

- Ensuring the regular contacts and follow-ups with the Executive Committee
- Coordinating the organization of the Délice Gatherings scheduled in Izmir (Turkey) in May and in Cali (Colombia) in the fall. These gatherings should be held physically, unless new sanitary restrictions.
- Organizing regular online sessions for the members (webinars, experience sharing...)
- Creating partnership with external organizations, serving the interests of the member cities
- Facilitating bilateral collaborations between member cities on food related projects
- Following up on recruitment process for candidate cities
- Managing the finances and administrative follow-up of the organization
- Communicating to members & partners through the Délice Communication tools

As EU Program Developer, the main tasks will be the following:

- Developing a service offer for Délice Network within EU projects
- Identifying the relevant programs in which Délice Network could fit
- Connect with EU office from member cities to identify project opportunities
- Participate in the pproject proposal drafting, with identified partners

The Manager should be travelling one week in Izmir (Turkey) in May.

Requirements :

The Délice Manager should have a solid experience in international organizations and working in a multicultural context. A previous experience working on EU funded projects is a requirement

In order to fulfill the tasks, the required skills are:

- Ability to work in French & English (90% of the work will be in English)
- Excellent inter-personal skill with a great sense of diplomacy
- Excellent oral & written communication skills
- Great interest for international relations
- Management and leadership qualities

Terms of Contract

- Office located in Lyon, Place Bellecour / Possibility for the position to be held from Brussels through home-office
- Short-term contract from Dec 1 2020 to August 15 2021 (possibility to extend upon financial opportunities of the organization)
- Working contract based under French legislation for a French citizen.
- Monthly Salary: 3250€ gross salary (+2600€ gross bonus at end of contract) + "Tickets Restaurants" and possibility for medical care.

Applications:

CV and Cover Letters are to be sent to delice@delice-network.com before October 15th.