

Application deadline: 31 March 2021

Financial Sustainability Officer

ABOUT EIT URBAN MOBILITY

EIT Urban Mobility, supported by the European Institute of Innovation and Technology (EIT), acts to accelerate positive change on mobility to make urban spaces more liveable.

EIT Urban Mobility is an initiative of the European Institute of Innovation and Technology (EIT). Since January 2019 we have been working to encourage positive changes in the way people move around cities in order to make them more liveable places. We aim to become the largest European initiative transforming urban mobility. Co-funding of up to € 400 million (2020-2026) from the EIT, a body of the European Union, will help make this happen.

	<p>We create systemic solutions that will move more people around the city more efficiently and free up public space.</p>
	<p>We bring all key players in urban mobility together to avoid fragmentation and achieve more.</p>
	<p>We engage cities and citizens from the word go, giving them the opportunity to become true agents of change.</p>

In the long term, EIT Urban Mobility will become more financially independent from EIT funding. To support this goal, EIT Urban Mobility will recruit a Financial Sustainability Officer in 2021. The role will focus on the implementation of the income mechanisms within the Innovation portfolio of projects and the annual tracking of projected against actual income. In 2020, the Innovation programme signed over 35 Commercial Agreements on Finance Sustainability with universities, large industrial partners, SME, and foundations. The Financial Sustainability Officer will handle the development of new Commercial Agreements in 2021 and manage the annual financial reviews of Commercial Agreements. The role will require detailed financial control experience and business negotiation skills. Knowledge of contract law will be beneficial but not essential. The aim is to have the new officer in place by 01 July 2021.



Funded by the European Union



MAIN DUTIES AND RESPONSIBILITIES

The Financial Sustainability Officer will report to the Innovation Director for day-to-day line management and strategic direction. The primary focus will be to ensure the smooth execution and tracking of Commercial Agreements developed from innovation projects. The Financial Sustainability Officer provides helpdesk support for partners and liaises with the Legal Counsel and Head of Finance as needed.

General Responsibilities include:

- Covering all financial aspects of Innovation calls through proposal lifecycle.
- Provide a first point-of-contact for Urban Mobility Innovation programme participants on financial sustainability.
- Design tracking models and tools to ensure process and procedures are compliant with EU Regulations and EIT operations.
- Track quarterly the external funding received for innovation and adherence to financial rules and guidance.
- Responsibility for tracking and monitoring of Financial Sustainability Mechanisms (FSM).
- Facilitate discussions as well as design and run workshops on FSM issues.
- Conduct annual review of Commercial Agreements with external signatories.
- Run the annual cycle of commercial negotiations to conclude new legal agreements.
- Define terms of reference to set-up an "Innovation Exploitation Panel" of independent and semi-independent experts.
- Chair and maintain the "Innovation Exploitation Panel" within EIT Urban Mobility.
- Liaise with the Head of Finance, Factory Director and Legal Counsel, as necessary.

KEY SKILLS AND EXPERIENCE

- Detailed experience of working within European programmes, rules, and frameworks.
- Evidence of long-term tracking of innovation projects and outcomes.
- Experience in contract negotiation, supplier management, and contract development or revision.
- Demonstrated ability to design monitoring systems.
- Capable of preparing and managing external audits and reviews of process, forecast and books.
- Evidence of working with private sector, SME, industry actors to achieve commercial agreements.
- Capable of running, designing, and documenting training workshops.
- Demonstrated experience running a functional secretariat of a business working group.



ELIGIBILITY

Nationality:	Any nationality with full working rights in Spain.
Citizenship obligations:	Enjoy their full rights as citizens ¹ and any military service obligations.
Education	
Education:	Completed Business or Engineering Masters' degree or three years of equivalent professional experience ² .
Languages:	Written and spoken English (C1) and one additional relevant community language.

Essential qualifications

Sector Experience:	3 years of experience in the sector of commercial contract management, financial control, and negotiation.
Operational Experience:	2 years of experience with EU funding mechanisms and schemes.

JOB AND CONTRACT TYPE

Full-time and of unlimited duration.

LOCATION

- The candidate will be employed in the EIT Urban Mobility headquarters in Barcelona.
- Limited travel may be needed (post-Covid).
- No relocation expenses are assigned for the role.

APPLICATION PROCESS

EIT Urban Mobility is an equal opportunity employer and values diversity. To build a strong digital Europe that works for everyone it is vital that we have diverse range of skills, knowledge and experience in the sector.

¹ Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.

² Only qualifications issued by an EU Member State authorities and qualifications recognised as equivalent by the relevant EU Member State authorities will be accepted



Therefore, we welcome applications from anyone who meets the above criteria and encourage applications from women, ethnic minorities, and other underrepresented groups.

To apply for this position, please download the [application template](#) from EIT Urban Mobility website. Complete the four elements of the application:

- 1) Personal **contact details**;
- 2) An **essential criteria** checklist;
- 3) A **Cover Letter** demonstrating how you match the skills defined in the job description – examples should be given;
- 4) A **curriculum vitae**.

Follow the naming process detailed below:

- Format:** Save your completed application form in **one single file** in either PDF or Word format.
- File name:** Name the file according to the model “*EIT_Innov_FCO_last name_first name*”. For example, Joanna Smith would name the file, *EIT_Innov_FCO_Smith_Joanna*.
- Email title:** The subject field should read “*Innovation Team Application - FCO*”.
- Send to:** Send your completed application to: recruitment@eiturbanmobility.eu.

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Data Protection Disclaimer

Your personal data will be processed with utmost care by the EIT KIC URBAN MOBILITY, S.L. or its subsidiaries.

The said processing will allow us to manage the recruitment of the offered positions, and more specifically:

- to enable you to submit your CV to apply for specific jobs;
- to match your details with the job vacancies and to eventually contact you;
- to retain your details and notify you about future job opportunities similar to the specific role for which you have contacted us;
- to answer your enquiries.

You can exercise your data protection rights, writing to recruitment@eiturbanmobility.eu.

You may find further information in the full GDPR Compliance privacy note for applicants available [here](#).

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