




Application deadline: 9 March 2022

Operations and Business Development Manager

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>

Activities are carried out by partner institutions that are allocated to five Innovation Hubs. The objective of the Innovation Hubs is to create a vibrant innovation ecosystem, ensuring effective knowledge and activity management and prominent regional visibility. The Innovation Hubs coordinate local and regional activities of

EIT Urban Mobility and the network of partners and stakeholders involved in their Innovation Hub region. The five Innovation Hubs work closely together to achieve the goals and mission of the EIT Urban Mobility.

We constantly strive to identify gaps in our partnership and search for partners which add value and will help EIT Urban Mobility to deliver on its strategic objectives as defined in the strategic agenda.

The Innovation hubs work closely with EIT Urban Mobility thematic areas (Academy, Business Creation and Innovation) and corporate functions like communications to support the implementation of the EIT UM strategy through activities in their geographical area.

MAIN DUTIES AND RESPONSIBILITIES

The **Operations and Business Development Manager** will be based in **Barcelona, Spain** and support the Innovation Hub Director in managing the Innovation Hub South partnership with reaching out to local innovation ecosystem with a **focus on the management of daily activities of the hub**.

Innovation Hub South is based in Barcelona (Spain), in Torre Glories. Innovation Hub South aims to engage all relevant stakeholders in the field of urban mobility situated in the countries covered by our geography (**Spain, Portugal, France, Greece**). Numerous key cities, universities, industries and SMEs are already members of our community, such as the city of Barcelona or metropolitan areas like Barcelona or Toulouse, SEAT, Ferrovial, UPC or Tecniaia. We are growing quickly and strive to have a good representation of all the key sectors that have an impact on urban mobility. Our goal is to form an excellence community working together to solve the mobility challenges facing our cities.

Cities are at the core of all EIT Urban Mobility activities. They define the challenges for many of the EIT Urban Mobility calls for projects to enhance innovation in urban mobility and act as test beds and living labs for project and pilots. Our partner cities share best practices, replicate and upscale solutions. Besides cities, our stakeholder engagement focuses on SMEs in our programs..

Essential Duties and Responsibilities:

The **Operations and Business Development Manager** will support the Innovation Hub Director in developing and managing the Innovation Hub and its operations in alignment with – and contributing to the development of – overall operations of EIT Urban Mobility:

- Channel the interests of Innovation Hub partners towards EIT Urban Mobility.

- Work as an integral part of Innovation Hub South together with the Director and contribute to delivering the annual Business Plan and the overall Mission of the EIT Urban Mobility.
- Support the Innovation Hub Director in representing and positioning EIT Urban Mobility in the regional Urban Mobility Ecosystem.
- Develop, lead, and actively support the partner community affiliated to the Innovation Hubs, collectively and bilaterally.
- Facilitate knowledge exchange and collaboration within and between Innovation Hubs.
- Actively facilitate networking and innovation activities in the regional Urban Mobility ecosystem and across Innovation Hubs, to stimulate new constellations of cooperation across Europe.
- Coordinate EIT Urban Mobility's living lab and test-bed environments through local Innovation Hub contacts ensuring access for companies and projects of all sizes.
- Establish and maintain business processes of and/or linked to Innovation Hub operations.
- Establish and ensure strong relationships with stakeholders in all countries and regions covered by the Innovation Hub, stimulating their active participation in all KIC activities, especially regarding the implementation of activities and funding opportunities.
- Support the regional implementation the EIT Urban Mobility business creation, education and innovation programs and activities.
- Support the management of Innovation Hub budgets according to activities as set out in the annual Business Plan.

KEY SKILLS AND EXPERIENCE

- Work experience of at least 5 years in the mobility sector.
- At least 5 years of project management experience, in particular in the management of innovation and community building.
- At least 2 years of experience as Manager of a team.
- The ideal candidate will have professional experience in:
 - transport or urban mobility planning
 - working with local and/or regional authorities.
 - setting up and running multi-stakeholder partnerships.
- Experience in the below would be considered as a plus:
 - Experience in public calls at local, regional, national, European and international level (identification of grants and funding opportunities, building up consortiums with different kinds of stakeholders, drafting and submitting proposals.
 - Experience with EIT Knowledge and Innovation Communities.
 - Knowledge in working with academic, industry and / or city partners;
 - Experience with EIT KICs and EU-programs

- Experience working with international projects
- Committed and collaborative
- Ability to work in a matrix organization
- Good communication skills, at ease with analytical tasks and being strategic at the same time.
- Proven capability in event organization for different types of stakeholders;

ELIGIBILITY

General Conditions:

By the closing date of this call candidates must:

- be a national of an EU Member State or have a working permit valid to work in Spain;
- enjoy their full rights as citizens;
- meet the character requirements for the duties involved.

Education:

- Completed Business or Engineering Masters' degree or three years of equivalent professional experience.
- Excellent written and spoken English & Spanish (corresponding to at least C1 level). Additional relevant Hub community language a plus (French, Portuguese or Italian).

JOB AND CONTRACT TYPE

- Permanent and Full-time position.
- Possibility to homework up to 2 days a week

LOCATION

- The work location will be in Barcelona, Spain
- Travel is expected
- No relocation expenses are assigned
- Preferred starting date: as soon as possible

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. Therefore, we welcome applications from anyone who meets the above criteria and specifically encourage applications from women and ethnic minorities or 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 PDF.

File name: Name the file according to the model “*first name_last name - EITUM_ Operations and business development manager (IH South)*”. For example, Joanna Smith would name the file, *Joanna_Smith EITUM_ Operations and business development manager (IH South)*”.

Email title: The subject field should read “*Operations and business development manager (IH South). HR069-2021*”.

Send to: Send your completed application to: recruitment@eiturbanmobility.eu.

Deadline for Applications: 9 March 2022

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](#).