




Application deadline: 18 November 2022

Partner Development Officer (IH West)

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 in transforming urban mobility.

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

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

ABOUT THE JOB

The **Partner Development Officer** supports the Head of Innovation Hub in managing the partnership community and wider eco-system in the countries covered by Innovation Hub West (Netherlands, Belgium, UK and North of France). As partner development officer, your key responsibility is to engage the partners, to retain them within the community and grow and expand their involvement with EIT Urban Mobility activities.

More specifically, the position encompasses the overall responsibility for the partner management lifecycle of EIT Urban Mobility.

You will contribute to strengthening EIT Urban Mobility's partnership and stakeholders by increasing the awareness, visibility and understanding of EIT Urban Mobility's activities, results and achievements .

Your responsibility is to develop the EIT Urban Mobility partnership at the Innovation Hub level. This includes, but is not limited to:

Strategy & Business Development – Develop and strengthen partnerships and strategic stakeholder relations:

- Develop & nurture partner relationships & create strategies to increase value for partners & EIT Urban Mobility
- Identify pain points impacting partners & develop action plans with cross-functional EIT Urban Mobility stakeholders
- Identify new opportunities to create value for partners by working across the organisation
- Support Hub Director / Head of IH to develop strategies to retain current partners & upsell additional services
- Support Head of Innovation Hub to capture new partners & identifying needs of the potential partners.
- Management of leads process in the Hubs in coordination with Head of IH
- Hold regular account review meetings with partners to understand needs and maximise the value EIT Urban Mobility can deliver for them, acting as the internal 'voice' of our partners

Community Development – Create engagement & value for partners and potential partners and develop the regional partner community through engagement across EIT Urban Mobility:

- Build the regional network of partners from cities, industry, academia, research
- Support Head of IH to identify relevant stakeholders in the region and establish potential to collaborate with them

- Manage partner review process, share insights about partner pain points and track progress of implementing actions
- Measure & implement activities to improve partner satisfaction
- Develop & manage activities to engage the partner community incl. monthly engagement calls
- Work with comms & marketing to develop content for the partner engagement calls

The position is based in **the Netherland (Amsterdam or Eindhoven)**.

Permanent and full-time position, with possibility to homework up to 2 days a week.

Some travel is expected.

No relocation expenses are assigned.

Preferred starting date: September 2022

THE PERSON WE ARE LOOKING FOR

We put a high value on your individual qualities, and we are looking for someone who strives for making a difference together with other people.

The ideal candidate would have:

- At least 5 years of project management experience, in particular in the management of innovation and community building.
- Experience in working in an international, multi-stakeholder environment.
- Well-developed communication skills
- Pro-active and self-starter attitude
- Independent worker but team player

To be a fit for this role:

An ideal candidate will strive to generate positive environmental and social impact in line with EIT Urban Mobility's mission. We are looking for individuals with a "can do" attitude, who are passionate about partner development.

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 The Netherlands;
- 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 (corresponding to at least C1 level). Additional relevant Hub community language is a plus.

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 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 PDF file** format.
- File name:** Name the file according to the model "*first name_last name – job position*". For example, Joanna Smith would name the file, *Joanna_Smith EITUM_Partner Development Officer (IH West)*".
- Email title:** The subject field should read "Partner Development Officer (IH West). HR108-2022".
- Send to:** Send your completed application to: recruitment@eiturbanmobility.eu.

Deadline for Applications: 18 November 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](#).