

Application deadline: 30 March 2023

City Funding Officer (IH East & IH North)

BACKGROUND

EIT Urban Mobility is the largest European innovation community to accelerate transition to clean and sustainable urban mobility. Innovation is key to transform mobility and make cities more livable. We work with Mobility players from industry, research, academia, and the public sector from all across Europe, seeding innovation and entrepreneurship for a green and competitive Europe.

Our focus areas



After successful start-up, EIT UM entered an exciting new phase of growing its impact and business. Today EIT UM is largely funded by grants of the EIT, a body of the European Union. To become financially independent, EIT UM is diversifying its business models, seeking to attract finance from various European and national public funding, as well as private sponsors, co-investors and donors. Operations span over different legal entities and financial vehicles.

ABOUT THE JOB

We are looking to appoint two **City Funding Officers**; one in Prague and another one in Copenhagen, that report, respectively, to the Director/Head of Innovation Hub in Prague and Copenhagen in daily reporting; and to the Head of City Partnership and AIG Manager for operational functions.

Expanding upon existing success in European-wide funding actions, the **City Funding Officers** will be tasked with identifying local, national, and regional funding opportunities related to Urban Mobility (Net Zero Cities, CCAM, Last-mile Logistics, Digital Technologies and Smart Cities, etc). The **City Funding Officers** will lead the targeting of identified funding opportunities to support EIT Urban Mobility partners (cities, industry, academia, and SMEs) in their defined geographic region (<https://www.eiturbanmobility.eu/our-hubs/>

Main tasks and responsibilities include:

- Mapping and identifying cities, funders and funding programmes in the region.
- Develop strong relationships with cities, national and regional funding bodies in their region.
- Analysing funding cycles, work programmes, and tracking upcoming calls linked to mobility.
- Master the legal, financial, monitoring, and operational complexity of each priority funding body.
- Develop concept notes, timelines and project proposal outlines to initiative partner engagement.
- Design and facilitate workshops for partners to respond to funding opportunities.
- Become a trusted advisor to our Leading Cities in their geography.
- Support in the development of new cities partners in the region
- Continuous mapping of cities' opportunities in the region
- Matchmake between existing and new EIT Urban Mobility partners
- Complete financial planning and costing for bid proposals.
- Write and coordinate bid proposals to close.
- Meet targets for bid success in open calls in their region.
- Assess and evaluate any emerging Horizon Europe bids and transfer to HQ.

Each position is based in each one of the following Innovation Hubs: **IH East (Prague)** and **IH North (Copenhagen)**.

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

No relocation expenses are assigned.

THE PEOPLE WE ARE LOOKING FOR

We put a high value on individual qualities and personal attributes and are looking for two passionate professionals.

We are looking for a “can do” attitude, with experience in bid development and interest in mobility, technology, and innovation. The successful candidate will have proven and successful direct bid development and coordination experience gained in consultancy, academia or research organisation. Experience in working with state funders, local government and or/the public sector is required.

They will be accountable to engage partners in a timely manner, creating a high-quality bid pipeline and successfully negotiating new partnerships.

As the ideal candidate you should have:

- 5 years of experience in bid development.
- Well-developed communication and social skills, including public speaking.
- Ability to work across multiple funding bodies, such as: Nordforsk, Vinnova and Norskforskningsrad out of Copenhagen or Visegrad Fund, ESI Funds including ESF, ERDF, CF, Resilience & Recovery Funds, Modernization Fund out of Prague.
- Experience working with the public sector (cities, local governments, funding agencies, etc.);
- Results-oriented, comfortable working with tight deadlines;
- Capacity to understand new solutions, ideas, and master product details/value;
- Ease in communicating complex ideas in an easy-to-understand manner.

Experience in the below would be considered as a plus:

- Proven capacity to execute on defined strategy and deliver to timelines.
- Track record of winning bids.
- Credentials in designing and delivering innovation projects.

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 Czechia/Denmark, respectively.
- Enjoy their full rights as citizens.

EDUCATION

- **REQUIRED EDUCATION LEVEL:** Master's degree in a field relevant to Urban planning, Project management, Strategic planning, Public policies, EU studies or any other master's degree with commensurate seniority in bid development and writing.
- **REQUIRED LANGUAGES:** Excellent written and spoken English (C1) **AND:**
 - **If applying for IH East (Prague):** One of the following languages: Czech, Slovak, Polish, Bulgarian, Romanian or Hungarian (C1).
 - **If applying for IH North (Copenhagen):** One of the following languages: Swedish, Danish, Norwegian or Finnish (C1) in Copenhagen.

One or more additional European languages is a plus.

APPLICATION PROCESS

EIT Urban Mobility is an equal opportunity employer and values diversity. To build a green and 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.

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 format.
- File name: Name the file according to the model "*EITUM_first name_last name*". For example, Joanna Smith would name the file, *EITUM_Joanna_Smith*.
- Email title: Depending on the Innovation Hub you are applying to, the subject field should read "**City Funding Officer_Prague HR151-2023**" or "**City Funding Officer_Copenhagen HR151-2023**".
- Send to: Send your completed application to: recruitment@eiturbanmobility.eu.

Deadline for Applications: 30 March 2023

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](#).