

YOUTH Share

**A Place for Youth in Mediterranean EEA:
Resilient and Sharing Economies for NEETs**

CALL FOR EXPRESSION OF INTEREST

Posting Title: Youth Liaison- Key Account Manager

Posting Period: 20 December 2019 – 17 January 2020

MANAGING ORGANIZATION | CARDET

Address: Lykavitou Avenue 29, 1st Floor, 2041 Nicosia Tel: 22 002108

jobs@cardet.org www.cardet.org

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1. **BACKGROUND**

Many of the **Mediterranean EEA regions**, in addition to youth unemployment, face insularity-related pressures and the refugee crisis. That poly-parametric problem **needs transnational cooperation in research and in empirically grounded solutions** based on innovation and know-how transfer.

YOUTHShare project aims at **reducing youth unemployment** in coastal and island regions of Mediterranean EEA by **advancing young NEETs skills** in trans-locally resilient economic sectors such as the **agri-food production** and related **circular** economies. By means of an integrated multi-scalar methodology and practice, it will boost the potential of social entrepreneurship and sharing economy in order to reduce economic disparities and increase social integration.

The project will establish a **four branches Trans-national Placement Centre, each one staffed by one Youth Liaison- Key Account Manager**. The employment centre will enhance NEETs' employability across MED EEA. It will focus on networking and job matching in the above-mentioned resilient sectors.

2. **GENERAL OBJECTIVE OF THE CALL FOR EXPRESSION OF INTEREST**

The general objective of this call is to hire 1 Youth Liaison- Key Account Manager (KAM) who will have an important role in the establishment of a transnational placement centre in **Nicosia** (Cyprus) and will play a key role during the trans-local mobility scheme.

KAM's outreaches/supports the target groups - NEETs (25-29 years old) - offering counselling, networking and matching with potential employers as well as through various tools (e.g. job fairs).

This call for expression of interest is not binding, therefore CARDET might not hire anybody at the end of the recruitment process if the candidates are not considered suitable for the proper implementation of the project activities.

3. **TASKS, RESPONSIBILITIES AND GENERAL CONDITIONS**

The following tasks and responsibilities are expected to be accomplished:

- ✓ Identify, approach and engage NEETs living in the target region;
- ✓ Identify and map the relevant potential employers (primarily firms, NGOs, Social and Sharing Economy Enterprises) of the target region;
- ✓ Create a Database of YOUTHShare beneficiaries and potential employers at local, national and transnational level;
- ✓ Provide tailored support and emotional encouragement to the target groups;
- ✓ Organise and support training courses;
- ✓ Recruit the candidates for the training courses;
- ✓ Contribute to raise awareness on youth unemployment through events, media, social media etc.
- ✓ Develop a pool of regional, national and transnational potential employers;
- ✓ Conduct the face to face counselling sessions aiming at:
 - Assessing the participants' professional skills and knowledge gap
 - Drafting their CVs
 - Providing an Individual Action's Plan
 - Conducting a personal SWOT Analysis and teaching job's interview techniques to the participants

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- ✓ Organise the transnational mobility;
- ✓ Participate to project meetings and events in Cyprus and abroad.

Please note that this list is not exhaustive and the Project would require inputs and ideas from the KAM.

Below are listed the main features of the possible job contract:

- ✓ **Contract type:** Staff member
- ✓ **Duration:** from February 2020 to February 2022
- ✓ **Job location:** Authority of Cooperative Societies in Cyprus (ACS)
Address: Grigori Afxentiou 7B, 1096, Nicosia
- ✓ **Other job locations:** CARDET
Address: Lykavitou 29, 1st Floor, 2041 Nicosia
- ✓ **Working time:** Monday to Friday ->09:00 – 14:30
- ✓ **Gross amount per month:** € 1,300

4. QUALIFICATIONS REQUIRED

- University Degree in Human Studies, Human Resources, Social Studies, Political Science, Economics, Law;
- English Language - level C2 in accordance with Common European Framework of Reference for Languages.

5. APPLICATION PROCESS

Interested candidates should submit their applications by **email** to jobs@cardet.org by the **17th of January 2020 at 12:00pm**.

The application must include the following documents:

1. Application form (Annex 1);
2. Curriculum Vitae in English;
3. Cover letter in English;
4. English language certificate (if any);
5. Computer certificate (if any).

The applications submitted out of time will not be taken into consideration.

6. ASSESSMENT

Evaluation of qualified candidates will include an assessment of qualifications, experiences and certificates, which will be followed by a face-to-face interview.

Preferred requirements:

- Master Degree related to the project;
- Previous work experiences in the field of:
 - vulnerable groups;
 - human resources;
 - international cooperation and projects.
- English Language Certificate - level C2 in accordance with Common European Framework of Reference for Languages;

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➤ Computer Certificate.

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***Only applicants who are shortlisted will be contacted by the end of January 2020.**

7. DATA PROCESSING

By submitting the application, the candidate consents to the processing of personal data for the sole purposes related to the management of the recruitment, according to the Legislative Decree no. 196/2003 et seq. mm. ii. and EU Regulation no. 679/2016.

8. ANNEX

- 1) Application form template