Call for Expression of Interest: Programme Analyst

Ref: GEO/202208/PA

Post: Programme Analyst
Organization: GEO Secretariat
Start Date: End of September 2022
Duration of contract: 12 months

Background and context

The Group on Earth Observations (GEO) is an intergovernmental partnership that promotes the use of Earth observations (EO) as evidence for environmental and socioeconomic policies, decisions and finance.

The GEO Secretariat is responsible for cultivating and facilitating partnerships through advocacy and stakeholder engagement and coordinating and liaising with the GEO Work Programme activities to drive synergies and strategies for resource mobilization.

GEO Work Programme activities develop practical and reusable EO applications to support public policy and decisions in support of climate action, disaster risk reduction, sustainable development, and resilient cities and human settlements. These are supplemented by another 70 projects currently supporting least developed countries through technology, funding and in-kind support from the private sector.

The European Commission (EC) is a founding member of GEO, one of four GEO Co-Chairs and one of largest funders of GEO’s mission. Through DG Research and Innovation (DG RTD), the EC has been supporting activities in the GEO Work Programme and supporting international uptake of data from the Sentinel satellites and Copernicus services. The EC has also been developing contributions to the GEO Work Programme through projects funded under the Horizon Framework Programme and now Horizon Europe mechanism. Several hundred million Euros have been assigned to projects that are supporting the vision and mission of GEO, notably in the areas of biodiversity, climate, disasters, urban arenas and data sharing.

The recently conducted Mid-Term Evaluation of GEO has emphasized the need for accelerated scaling up of the GEO Work Programme activities to reach more end user communities, especially in the most vulnerable countries and communities.

To act on the recommendations of the Mid-Term Evaluation, GEO Secretariat will pursue closer collaboration with the EC to support relevant EU Missions that relate to GEO priorities,
including for instance, as a Friend of the EU Mission for Adaptation for Climate Change, and mobilize support and resources for proposals from beneficiary communities.

GEO will also promote the open results from the Horizon Europe-funded projects that contribute to GEO’s mission to user communities outside of Europe. Considering GEO’s mandate to achieve global application and uptake of EO, GEO Secretariat will seek to identify additional funding opportunities to support complementary projects outside of Europe that would scale up EU Missions’ objectives and activities for a greater collective impact.

**Duties and responsibilities**

Under the general guidance of the Chief GEO Work Programme Coordinator, the consultant will deliver the following outputs:

1) Matching of existing and emerging GEO Work Programme activities and the relevant EU Missions calls

2) Outreach to new users and beneficiaries for the EU Missions across GEO communities

3) Identification of funding opportunities and development of funding proposals

**Tasks**

The matching of existing and emerging GEO activities and the Mission calls requires the following work:

- a. Review existing or planned outcomes of the activities in the 2023-2025 GEO Work Programme and identify those that match the priorities outlined in the EU Mission on Adaptation to Climate Change, Mission Restore our Ocean and Waters, Mission Climate-neutral and Smart Cities, and Mission Soil Deal for Europe.

- b. Coordinate with EC DG RTD to get information on relevant Horizon Europe-funded projects to the GEO Work Programme activities that are identified.

- c. Liaise with the EC to inform on GEO’s activities which can contribute to the respective Missions objectives

- d. Based on this analysis, develop and maintain a dynamic database including common areas of interest and key partners/contacts among GEO experts. Collect information and analysis on Earth Observation-related barriers to the implementation of the EU Missions to assess whether GEO could help in addressing such barriers.

- e. Develop targeted communication to promote the results from the Horizon Europe-funded projects that contribute to GEO’s mission, and GEO Work Programme activities that match EU Missions.

The outreach to new users and beneficiaries for the Missions among GEO communities requires the following work:
a. Identify a list of key contacts from regional and local authorities in Europe that are connected to GEO or interested in working with GEO to address the priorities outlined in the EU Missions through Earth observations.

b. Make scoping contact with the identified new users and beneficiaries and steer their interest towards the EU Missions.

The identification of funding opportunities and development of funding proposal(s) require the following work:

a. Identify existing open calls under the Horizon Europe funding mechanism.

b. In parallel, identify other funding opportunities from other partners and donors that could top-up or match European funding to expand the scope of activities with projects outside of Europe.

c. Work with the identified new users and beneficiaries and the identified GEO experts to develop at least three funding proposals to respond to the Mission calls and/or the other funding opportunities.

Timeline

This assignment is expected to be completed over a period of 12 months.

Interim milestones will be discussed with the GEO Secretariat team, in line with deadlines for calls for proposals under the Horizon Europe programme and other funding mechanisms to be identified.

Qualifications

The deliverables can be developed by an individual consultant with the following background:

Education

- A Master’s Degree in the International Relations, Social Sciences, Communications, Economics or Development studies.

Experience

- A minimum of 3-year work experience in a relevant field.
- Proven experience working at the interface of science and policy making, preferably with European institutions.

Other requirements

- Ability to work independently and deliver timely results.
- Ability to effectively and efficiently work with Microsoft Office applications.
- Ability to edit and write technical documents.
- Ability to develop basic databases.
• Good understanding of the European Funding instruments, notably Horizon Europe and EU Missions.
• Good understanding of the EO industry and the use of EO data and information for climate risk assessment, prioritization of adaptation measures, early warning systems, ecosystem services, or related disciplines.
• Ability to work efficiently in a multicultural environment.
• Flexibility in her/his approach given any potential pivots in the programme.

Languages
• Excellent knowledge of English language (both oral and written).

Salary and allowances
The consultancy is valued at a rate of CHF 7,500 to CHF 8,000 per month, depending on the consultant’s experience.

DEADLINE FOR APPLICATION: 9 September 2022
Applications to be submitted to secretariat@geosec.org. Please quote vacancy notice no. in title of email.