

VACANCY

POSITION:	Sustainability Consultant
UNIT:	Media Unit
PLACE OF WORK:	Anywhere with travels where required
LINE MANAGER/REFERENT:	eNACSO Project Coordinator
MANAGEMENT RESPONSABILITY:	Yes
BUDGET HOLDER:	Yes
CONTRACT TYPE:	Consultancy
PERIOD:	01/02/2016 – 31/08/2016
SALARY (INDICATIVE)	between € 5.400 and € 5.850 (single remuneration for the Consultancy) depending on the expertise of the applicant– excluding VAT (if applicable)
CSP LEVEL	3

INTRODUCTION TO SAVE THE CHILDREN

Save the Children is the world's leading independent organisation for children.

OUR VISION is a world in which every child attains the right to survival, protection, development and participation.

OUR MISSION is to inspire breakthroughs in the way the world treats children, and to achieve immediate and lasting change in their lives

Save the Children Italia (SC Italia) was created as an ONLUS in 1998 and is now a prominent member of Save the Children International.

INTRODUCTION TO ENACSO PROJECT

SC Italia is the Network Coordinator of European NGO Alliance for Child Safety Online (eNASCOS), a project which is currently funded by the European Commission under the Safer Internet Programme 2009-2013, a multiannual Community Programme on protecting children using the Internet and other communication technologies.

Since 2008 eNASCOS has been promoting and supporting advocacy actions at national, European and international levels. Its work is based on the 1989 UN Convention on the Rights of the Child and its Optional Protocol on the sale of children, child prostitution and child pornography.

In the timeframe 2014-2016 the eNASCOS project is in its final phase of EC funding.

SC Italia, on behalf of the 23 eNASCOS Member organizations, is currently considering measures to promote the sustainability of the Network's activities in the future. This is important as the EC's financial support ends in 2016.

SAVE THE CHILDREN'S VALUES:

ACCOUNTABILITY: We take personal responsibility for using our resources efficiently, achieving measurable results, and being accountable to supporters, partners and, most of all children.

AMBITION: We are demanding of ourselves and our colleagues, set high goals and are committed to improving the quality of everything we do for children.

COLLABORATION: We respect and value each other, thrive on our diversity, and work with partners to leverage our global strength in making a difference for children.

CREATIVITY: We are open to new ideas, embrace change, and take disciplined risks to develop sustainable solutions for and with children.

INTEGRITY: We aspire to live to the highest standards of personal honesty and behavior; we never compromise our reputation and always act in the best interests of children

To finance our work we depend on the support of the general public, volunteers, the corporate sector, governments and international donor agencies.

JOB PURPOSE

The scope of this proposal is to engage a consultant able to provide assistance to eNACSO during its closing phase, specifically with regard to structuring it as an independent body.

RESPONSIBILITIES:

The consultant's tasks and activities should lead to the achievement of the following outputs:

- **Feasibility study.** Conducting an initial benchmark analysis of the trends and most relevant statutes across Europe suitable for creating a new entity. This should identify a selected number of potential legal forms with a detailed description of each, to submit to the Board for sharing and approval. It should also identify the type of income generating business/activities eNACSO should be seeking/pursuing;
- **Business Plan.** Supporting the editing and fine-tuning of cost projections provided by the Secretariat and adjustment to the relevant new organization model;
- **Assignment of a legal entity.** Providing the necessary assistance to fulfill relevant legal requirements;
- **Assistance to start-up stage.** Carrying out tasks necessary to lead the organisation to adopt its chosen legal form, and assisting the staff in the launch of the start-up activities (i.e.: branding, registration of the trade mark, publicity, fiscal and legal requirements,...)

Others:

- To be collaborative with all other members of the team and to be focused on the objectives of the Project

EDUCATION, COMPUTER AND LANGUAGE SKILLS

- University degree in finance or related subject.
- Highly computer literate and confident with Outlook, Word, and PowerPoint, Excel and the Internet; and an interest in appropriate use of current information and communications technologies
- Good command of spoken and written English

EXPERIENCE AND QUALIFICATION

The Consultant whose application is admissible and who meets the requirements set out in the advertisement, is ideally required to have the following skills, qualification and experience, however we also welcome applications from Consultants who can demonstrate most of these requirements:

- Professional practice of minimum 5 years' duration in corporate finance (preferably in the not-for-profit field);
- In-depth knowledge of the functioning of the European Institutions, including EU funding, cooperation mechanisms and Advocacy & Lobby processes;
- Be familiar with corporate legislation and start-up on constitution of enterprises;
- Acquaintance with most relevant trends and tendencies at global level of highest-rated organizational forms;
- Experience with corporate restructuring.

SKILLS AND BEHAVIORS (OUR VALUES IN PRACTICE):

Accountability:

- Holds self accountable for making decisions, managing resources efficiently, achieving results together with children and role modelling Save the Children values.
- Holds the team and partners accountable to deliver on their responsibilities – giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved.
- Creates a managerial environment in-country to lead, enable and maintain our culture of child safeguarding.

Ambition:

- Sets ambitious and challenging goals for self and team, takes responsibility for own personal development and encourages team to do the same.
- Widely shares personal vision for Save the Children, engages and motivates others.
- Future oriented, thinks strategically and on a global scale.

Collaboration:

- Builds and maintains effective relationships, with own team, colleagues, members, donors and partners.
- Values diversity, sees it as a source of competitive strength.
- Approachable, good listener, easy to talk to.

Creativity:

- Develops and encourages new and innovative solutions.
- Willing to take disciplined risks.

Integrity:

- Honest, encourages openness and transparency.
- Always acts in the best interests of children.

PERSONAL SKILLS AND OTHERS:

- Demonstrable commitment to the vision, mission, values, principles, aims of Save the Children.
- Sensitivity/appreciation of diversity and ability to derive added-value from it.
- Proven ability of team working.
- Self motivated, flexible and proactive.
- Good analytical skills with the ability to identify key points from complex material or information.

TIMELINE

The contract will be put into force by 01 February 2016 and will end by 31st August 2016, in any case after the accomplishment of the above objectives according to following timeline:

Feasibility study: by end February 2016

Business Plan: by end April 2016

Assignment of a legal entity: by end June 2016

Assistance to start-up stage: by end August 2016

PRICING

SC Italia proposes to charge a fixed project fee between € 5.400 and € 5.850 for this work (single remuneration for the Consultancy) depending on the expertise of the applicant– excluding VAT (if applicable), travel and any other pre-approved expenses related to meeting key project milestones.

One third of this fee will be payable upon signing the contract, one-third will be paid upon assessment of the mid-term results (end April 2016), and the remainder upon completion of terms described under *Responsibilities*.

HOW TO APPLY

Aspiring candidates are requested to submit their candidature no later than **January, 15 2016** using a personal **CV** (Europass format) with a maximum length of 3 pages highlighting the experience with regard to the expertise required, along with an **accompanying letter** including updated personal contacts. The application should be sent via email to Mrs Flaminia Frinchi, eNACSO project Coordinator to the following address: flaminia.frinchi@savethechildren.org with the subject: **Sustainability Consultant – Recruitment**