

## Vacancy Announcement

**Position Title: Animal Welfare Specialist**

**Salary:** Between 3 000 and 3 500 Euros Net / month depending on qualifications and experience

**Duration:** Two (2) years - Renewable for an unlimited number of times according to performance

**Context :**

The World Organisation for Animal Health (OIE) is an intergovernmental organisation recognised by the World Trade Organization as a reference Organisation for intergovernmental standards concerning the sanitary safety of international trade of animals and products of animal origin and zoonoses, and is in charge of improving animal health, veterinary public health and animal welfare worldwide, as well as transparency of the global animal disease situation.

As the request of its Member Countries in Europe, the OIE launched in December 2013 a regional Platform on animal welfare for Europe (<http://rpawe.oie.int>), whose main objective is to empower Veterinary Services to take proper actions in animal welfare, and thereby to improve animal welfare in the whole region. Three-year Action Plans are associated to the Platform and implemented by the OIE sub-regional Representation based in Brussels, Belgium, with the financial support from the European Union and several other donors. The First Action Plan (2014-2016) has just been successfully completed and the second one (2017-2019) is under preparation for adoption in May 2017. The second Action will be a continuation of the first one, and will mainly deal with the following three priority topics: long distance transport of live production animals; slaughter of animals for human consumption; stray dog population control.

**Summary:**

You will be responsible for providing technical support in the field of animal welfare to assist with the preparation/ finalisation of the second Platform Action Plan and its implementation.

**Responsibilities :**

Under the direct supervision of the Head of OIE sub-regional Representative based in Brussels and in close collaboration with the Standards Department (in charge of animal welfare), you will be responsible for the following:

- **Organising the technical activities of the second Platform Action Plan for their effective and timely delivery, namely:**
  - Preparing events agendas and concept note, identifying technical experts;
  - Preparing events budgets;
  - Preparing events logistical arrangements (in collaboration with the administrative staff).
- **Providing technical expertise** namely:
  - Preparing and delivering specific activities (in particular acting as the main trainer for the ToT on slaughter and long distance transport), during physical meetings/workshops and webinars;
  - Preparing and/or updating training materials, tools and technical guidelines.
- **Ensuring all communication aspects related to the Platform:**
  - Ensuring the proper involvement of all relevant stakeholders in the Platform activities, at regional and international levels;
  - Promoting the Platform activities in various arenas (OIE and stakeholders events);
  - Updating the Platform dedicated website;
  - Preparing annual Platform Newsletters;
  - Preparing Advocacy Documents for donors, for the Platform and/or specific activities;
  - Animating the network of OIE Focal Points in charge of animal welfare in Europe, using notably new technologies (e-forum; social media);
  - Promoting increase awareness of VS in Europe to mainstream animal welfare high into their agendas, programmes and projects;
  - Preparing relevant articles on the Platform activities (notably OIE Bulletin).

- **Ensuring the monitoring and reporting aspects:**
  - Ensuring that relevant data on the Platform activities is collected, reviewed and analysed;
  - Preparing lesson learned from all activities carried out;
  - Assisting with the preparation of the Platform technical and financial Reports;
  - Drafting and finalizing annual work plans and budget;
  - Prepare reports on workshops, minutes of meetings, and others.
- **Assisting with the implementation of other regions animal welfare Action Plans and activities as relevant**, in particular the Middle-East (notably in the context of joint long distance transport activities).
- **Performing other relevant duties as required.**

## Qualifications and Experience

### Qualifications:

- Advanced degree in the area (s) of Veterinary sciences and medicine;
- Minimum 5 years of working experience in the field of animal welfare;
- Deep knowledge of OIE intergovernmental standards on animal welfare and related activities for their implementation;
- Experience in assisting Veterinary Services with animal welfare activities/projects funded by international organizations;
- Good understanding of and experience of animal welfare in the Balkans and West Eurasia would be an asset.

### Required skills:

- Qualification and/or proven skills in project coordination;
- Credibility in dealings with governmental officials;
- Strong team leadership abilities and communication skills;
- Excellent analytical and communication skills;
- Fluency in written and spoken English;
- Knowledge of Russian would be an asset;
- Excellent computer skills in a Microsoft Windows environment; webmastering would be an asset;
- Strong team player in a multicultural environment

This position may require flexible hours at times to complete specific Platform activities. You may have to handle various demands/projects at the same time and will need excellent organisation, time, and stress management skills to complete the required tasks.

## General Information

The OIE places high value on a multicultural and positive work environment.

The OIE is an equal opportunity employer and welcomes applications of all qualified candidates, irrespective of their ethnic origin, gender, opinions or beliefs.

This is a full-time position as an international civil servant based at the OIE sub-regional Representation based in Brussels (Belgium) that is available immediately.

A cover letter identifying how, you as the potential candidate, meet the qualifications, experience and skills listed above along with a supporting CV should be addressed to the attention of the Human Resources ([hr.dept@oie.int](mailto:hr.dept@oie.int)), copy to the Head of OIE sub-regional Representative in Brussels ([n.leboucq@oie.int](mailto:n.leboucq@oie.int)) before 3 March 2017.