

Studies and Statistics Manager

CONTEXT

The International Cooperative Alliance (ICA) is an independent, non-governmental organisation established in 1895 to unite, represent and serve co-operatives worldwide. It provides a global voice and forum for knowledge, expertise and coordinated action for and about co-operatives. The ICA's members are international and national cooperative organisations across 100 countries from all sectors of the economy, including agriculture, industry, services, banking, retail, fisheries, health, housing and insurance. Through its membership, the ICA gives a voice to over one billion of the world's citizens. More information is available at: www.ica.coop

PRINCIPAL ROLES AND RESPONSABILITIES

The Studies and Statistics Manager will be responsible for the development of studies and statistics that support an enabling environment for cooperative development. This will also support the implementation of the organization's strategy, in coordination with other relevant staff from the ICA global office involved in policy, membership, communication etc., and with the staff in the regional and sector organisations of the ICA. S/he will work under the conditions set by the ICA-EU partnership.

- The design and analysis of surveys aimed at building and updating the ICA's strategy and role as a development actor in the international scene
- Work on data statistics supporting an enabling environment for cooperatives
- Elaborate methodologies and tools for cooperative statistics
- Collaborate with governments and international institutions for the collection of cooperative data
- Conduct and coordinate studies that are conducive to international development policies and of networking between members and among cooperatives

PERSON SPECIFICATIONS

Essential

- University degree in sociology or economics;
- A profound knowledge of the cooperative movement at the international level
- At least 5 years of professional experience directly related to policy
- Very good understanding of the international institutions
- Relevant experience in conducting and coordinating research and in elaborating statistics
- Good command of English
- Attentive to details and able to prioritize work
- Ability to work in a multi-cultural team
- Demonstrate commitment to the cooperative values and principles

Desirable

- Knowledge of other languages, particularly French or Spanish
- Experience of working with academic and research institutions

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TERMS AND CONDITIONS

Starting date is as soon as possible.

Located at the Cooperative House Europe (Avenue Milcamps, 1030 Brussels, Belgium).

APPLICATIONS:

Interested candidates are asked to apply by submitting the filled in **application form** below and a **detailed CV** to Recruitment@ica.coop. Please mention in the email subject your name followed by 'Statistics and Studies Manager'.

Deadline for applications is the 9th May 2018 (23h59 CET).

Please note that due to large numbers of applications and our limited capacity, we regret that only shortlisted candidates will be contacted. No phone calls please.

Interviews will take place at our offices in mid May 2018.

Application Form

Please fill-in the *application form* below, in Arial 9 (black ink), and send it back with a *detailed CV*.

PERSONAL DETAILS

First name(s):		Last name(s):	
Address:		E-mail:	
		Mobile:	

EDUCATION

Please give details of relevant secondary high-school/college/university attended, dates and qualifications gained.

University/College	Qualifications gained	Dates

General, specialist and further training obtained, whether obtained formally or informally, which you feel to be relevant to the position.

Training, course, etc.

COMPETENCIES, KNOWLEDGE AND EXPERIENCE

Please explain how your (relevant) skills and experience match the specifications. In explaining your skills and experience, please use relevant personal examples to support your case (max 1/2 page).

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MOTIVATION FOR APPLICATION

Please explain why you are applying for this position

If offered the position, when could you take it up?

International Co-operative Alliance
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1030 Brussels - Belgium
www.ica.coop